

**BALTIMORE COUNTY COUNCIL  
NOTES TO THE AGENDA  
LEGISLATIVE SESSION 2021**

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*Issued: December 14, 2021  
Work Session: December 14, 2021  
Legislative Day No. 22: December 20, 2021*

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*The accompanying notes are  
compiled from unaudited  
information provided by  
the Administration and  
other sources.*



OFFICE OF THE COUNTY AUDITOR

**BALTIMORE COUNTY COUNCIL**

**December 20, 2021**

**NOTES TO THE AGENDA**

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**AGENDA  
BALTIMORE COUNTY COUNCIL  
LEGISLATIVE SESSION 2021, LEGISLATIVE DAY NO. 22  
December 20, 2021 6:00 P.M.**

CEB = CURRENT EXPENSE BUDGET  
BY REQ. = AT REQUEST OF COUNTY EXECUTIVE

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**CALL OF BILLS FOR FINAL READING AND VOTE**

- 1           **ED BLADES, DIRECTOR, OFFICE OF BUDGET & FINANCE**  
Bill 98-21 – Mr. Jones(By Req.) – Bond Ordinance
- 11           **ROSLYN JOHNSON, DIRECTOR, DEPARTMENT OF RECREATION & PARKS**  
Bill 99-21 – Mr. Jones(By Req.) – The 2021-22 Capital Budget – 242-212-P301 Recreation Facility  
Renovations/242-212-P307 Community Neighborhood Park Development
- 14           **LAWRENCE RICHARDSON, DEPUTY DIRECTOR, F&A, DEPARTMENT HEALTH & HUMAN SERVICES**  
Bill 100-21 – Mr. Jones(By Req.) – CEB – State Highway Underage Drinking Prevention Project
- 17           **SAM O'NEIL, SENIOR ADVISOR, EXECUTIVE OFFICE**  
Bill 101-21 – Mr. Jones(By Req.) – The Commission on Veterans' Affairs
- 20           **JOEL BELLER, DIRECTOR, GOVERNMENT AFFAIRS**  
Bill 102-21 – Mr. Jones(By Req.) – The Baltimore County Fair Election Fund
- 25           **COUNCIL**  
Bill 103-21 – All Councilmembers – Revision of Councilmanic Districts
- 28           **RENEE COLEMAN, CHIEF, CLASSIFICATION & COMPENSATION, OFFICE OF HUMAN RESOURCES**  
Bill 104-21 – Mr. Jones(By Req.) – Personnel Law of Baltimore County – Corrective Bill

**APPROVAL OF FISCAL MATTERS/CONTRACTS**

- 31           **ROB O'CONNOR, DIRECTOR, OFFICE OF INFORMATION TECHNOLOGY**  
1. Contract – Microwave Networks, Inc. – Maintenance – digital microwave radios – P25 public safety radio  
sys.-OIT
- 34           **SETH BLUMEN, ENERGY & SUSTAINABILITY COORDINATOR, ADMINISTRATIVE OFFICE**  
2. Contract – Maryland Clean Energy Center – County's Property Assessed Clean Energy (PACE) Program  
Manager-AO
- 39           **DEBRA SHINDLE, PROPERTY MANAGEMENT**  
3. Contracts – (3) – On-call professional mechanical and electrical engineering services - PM
- 43           **D'ANDREA WALKER, ACTING DIRECTOR, DEPARTMENT OF PUBLIC WORKS & TRANSPORTATION**  
4. Contract – Gannett Fleming, Inc. – On-call potable water pipeline design services – DPWT
- 47           5. Contract – Whitman, Requardt and Associates, LLP – On-call water tank/reservoir inspection/design  
services – DPWT
- 51           6. Contracts – Rummel, Klepper & Kahl, LLP – On-call corrosion control design services - DPWT

**APPROVAL OF FISCAL MATTERS/CONTRACTS (cont.)**

**LAURA RILEY, DIRECTOR, DEPARTMENT OF AGING**

- 55 7. Contracts – (2) – Assisted living care services - AGING  
59 8. Contract – Owings Mills Synagogue, Inc. – Congregate Meals - AGING

**MISCELLANEOUS BUSINESS**

**WILLIAM SKIBINSKI, DEPARTMENT OF PLANNING**

- 63 1. Res. 138-21 – Mr. Jones(By Req.) – Adoption of the Pikesville Revitalization Action Plan – Master Plan 2020

**DAVID BYCOFFE, DEPUTY CHIEF, DIRECTOR, OFFICE OF HOMELAND SECURITY &  
EMERGENCY MANAGEMENT, FIRE DEPARTMENT**

- 65 2. Res. 139-21 – Mr. Jones(By Req.) – Adoption of the Baltimore County Multi-Hazard Mitigation Plan

**Bill 98-21****Council District(s) All**

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**Mr. Jones (By Req.)**

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**Office of Budget and Finance**

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**Bond Ordinance**

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The Administration is requesting approval of an ordinance that authorizes the issuance, sale, and delivery of: up to \$350 million in (short-term) bond anticipation notes (BANs) for Consolidated Public Improvements (\$100 million) and Metropolitan District (\$250 million) projects; \$350 million in (the associated long-term) General Obligation (G.O.) bonds; and \$3,079,901,500 in refunding bonds (related to the entire callable amount of G.O. bond debt issued by the County between 2009 and 2021, which then could be refinanced). This ordinance also authorizes the County to purchase development rights (Installment Purchase Agreement Program) and to pursue the use of tax advantaged bond status. The ordinance sets a \$350 million limit on the aggregate principal amount of BANs outstanding at one time.

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### Fiscal Summary

<b>Proposed Debt Issuance</b>	<b>Maximum Amount</b>	
Consolidated Public Improvement (CPI)	\$ 100,000,000	
Metropolitan District	250,000,000	
Total – General Obligation Bonds	<u>\$ 350,000,000</u>	(1)
CPI Bond Anticipation Notes (BANs)	\$ 100,000,000	
Metropolitan District BANs	250,000,000	
Total – BANs	<u>\$ 350,000,000</u>	(2)
CPI/Metro District Bonds (Refunding Series)	<u>\$3,079,901,500</u>	(3)

(1) Authorization for issuance expires on the latter of December 31, 2022 or the expiration of any outstanding BANs.

(2) BANs are limited to no more than this amount outstanding at one time.

(3) Represents 130% of outstanding bonds totaling \$2,369,155,000. Amount to be issued depends on interest rates, issuance costs, and other variables at the time of refunding.

### Analysis

This bill authorizes the County to issue up to \$350 million in new G.O. debt. The new G.O. debt will consist of \$100 million for Consolidated Public Improvements (CPI) and \$250 million for the Metropolitan District. Specifically, the bill authorizes the issuance, sale, and delivery of: up to \$350 million in (short-term) bond anticipation notes (BANs) for CPI (\$100 million) and Metropolitan District (\$250 million) projects; \$350 million in (the associated long-term) G.O. bonds; and \$3,079,901,500 in refunding bonds (related to the entire callable amount of G.O. debt issued by the County between 2009 and 2021, which then could be refinanced). In addition, this bill authorizes the County to purchase development rights (Installment Purchase Agreement Program) and to pursue the use of tax advantaged bond status.

**Bond Anticipation Notes (BANs):** BANs are short-term notes sold in anticipation of issuing long-term bonds at a later date when more favorable market conditions may occur. When issued, long-term bond proceeds are used to retire the BANs. The bill limits the aggregate principal amount of BANs outstanding to no more than \$350 million outstanding at one time. The bill further provides that the face value of all BANs outstanding may from time to time exceed the limit. According to the bill, the BANs may be issued at a private sale in the nature of commercial paper

or other variable rate demand notes, which are more flexible than issuing fixed-rate notes. Proceeds from the sale of BANs are reinvested until the funds are needed, thereby creating a legal arbitrage profit (i.e., interest earnings from investments exceeding interest cost on BANs). Issuing BANs also allows capital projects to proceed while awaiting more favorable market conditions for issuing long-term bonds. The Office advised that there are no current plans to issue commercial paper BANs, and in the current market, fixed rate BANs have a lower total cost than commercial paper; however, this ordinance retains the authority to do so for flexibility purposes.

**Consolidated Public Improvement (CPI) Bonds:** This bill authorizes the issuance of CPI bonds up to the following amounts, for the following types of capital improvements:

Type of Improvement	Maximum Amount
Schools	\$ 39,000,000
Public Works (roads, bridges, sidewalks, storm drains)	18,000,000
Operational Buildings	13,000,000
Refuse Disposal	8,000,000
Parks, Preservation, Greenways	7,000,000
Community College	6,000,000
Agricultural Land Preservation	5,000,000
Waterway Improvements	3,000,000
Community and Economic Improvements	<u>1,000,000</u>
Total	<u>\$ 100,000,000</u>

The voters previously authorized this borrowing, on prior-year referenda, as required by the Baltimore County Charter, Section 718. The Council subsequently approved the borrowing as a funding source for the County's capital budgets.

Repayment of the principal and interest (collectively known as debt service) on the CPI bonds is guaranteed by the irrevocable pledge of the full faith and credit – and unlimited taxing powers – of the County. This debt service cost is financed by General Fund revenues and is subject to the Spending Affordability Committee's (SAC) debt service guideline, which states that County debt service, including non-general obligation debt, should not exceed 9.5% of General Fund revenues. In addition, the County's debt policy states that the County will maintain a Debt Service to General Fund Revenues ratio in the range of 8.5% to 9.5%.

The Office advised that the bonds must be sold at competitive bid, except for \$5 million in Agricultural Preservation bonds that may be designated for agricultural property owners according to the Installment Purchase Agreement (IPA) Program and any bonds designated as financed from the Maryland Water Quality Financing Administration (MWQFA) as authorized in the bill. The Office also advised that by issuing BANs, and by issuing bonds through the MWQFA, the County is able to obtain a lower cost of borrowing.

**Agricultural Preservation Bonds/Installment Purchase Agreement (IPA) Program:** In lieu of issuing all or any of the CPI bonds under the Agricultural Land Preservation Borrowing Plan Ordinance, the Administration is requesting authority to issue IPAs to purchase development rights in accordance with Section 12-902 of the Local Government Article. The Office advised that the \$5 million bond authorization for Agricultural Preservation projects may be used for IPAs.

The IPA option was established in June 2007 to encourage agricultural landowners to sell land or land preservation easements to the County. Many landowners would have to pay high capital gains tax when selling land or easements for cash. Through the IPA Program, the County pays the purchase price in a lump sum after a period of up to 30 years, thus allowing the seller to defer capital gains tax, and the seller receives tax-exempt interest at a pre-established rate on the purchase price in the interim. The interest paid by the County is exempt both from federal income tax under federal tax law and from state income tax in the State of Maryland. The Office advised that other benefits of IPA bonds for landowners include better estate planning since heirs can use cash from the sale to pay estate taxes. Landowners can also sell IPAs to bond investors for cash prior to their maturities. An IPA has two payment components, interest paid semi-annually and a balloon principal payment after a period of up to 30 years.

**Metropolitan District Bonds:** The purpose of the Metropolitan District bonds is to finance the construction of improvements to the Metropolitan District sewer and water system. The debt service on these bonds is financed by sewer and water assessments and charges levied against all users in the Metropolitan District. If the sewer and water revenues are insufficient to finance the debt service, the County may levy a tax on all properties in the Metropolitan District or in the County to finance any deficiency. Metropolitan District debt does not require voter approval. The Office advised that the total outstanding balance of Metropolitan District debt as of August 31, 2021, plus the net of additional Metropolitan District debt authorized by this bill, totals \$2,492,240,881. This level of Metropolitan District debt is compliant with the County Code limitation.



**General Obligation Refunding Bonds:** This bill also authorizes the County to sell \$3,079,901,500 of refunding bonds to refinance the callable amounts of outstanding CPI and Metropolitan District bonds issued between 2009 and 2021, which total \$2,369,155,000. Exhibits A and B, respectively, list the callable bonds by issuance date for CPI bonds (\$1,250,285,000) and Metropolitan District bonds (\$1,118,870,000). The refunding bond authority totals 130% of the outstanding principal amount.

Under a refunding, the outstanding debt is “defeased” (nullified) by the issuance of new debt, the proceeds of which are placed in a trust fund. The amount of proceeds required depends on factors such as current interest rates, the remaining term of the original bonds, bid discount, and costs of issuance. The trust fund invests the proceeds in U.S. Government obligations and guarantees the debt service (interest and redemption payments) on the original debt. The County is then obligated to make debt service payments only on the new issue. The County is permitted to issue the refunding bonds in one or more series, subject to the determination of the County Executive. Approval of the refunding is requested without an expiration date so that the Office can access the credit market as favorable market conditions occur. The benefit to the County is derived from the difference between the interest rate paid on the original debt, and the related costs and the rate to be paid on the issuance of the refunding bonds. The debt service savings to be realized due to this refinancing authorization are dependent upon the timing of the refunding and the applicable interest rates and, therefore, cannot be determined at this time.

The refunding bonds may be sold at such times and in such manner as shall be determined by the County Executive; the Executive must give the County Council prior notice of such issuance. The refunding bonds may be sold at a private, negotiated sale unless the County Executive determines that it is in the best interest of the County to sell the bonds through a competitive bid process. The Office advised that the County’s most recent refunding, which occurred via a competitive sale on March 3, 2021, consisted of \$78,665,000 of Metropolitan District Bonds (federally taxable) and \$219,440,000 of Consolidated Public Improvement Bonds (federally taxable), with a net present value savings of \$33.8 million.

**Tax Advantaged Obligations:** The Administration is requesting authority to take necessary action, when entitled, to ensure bonds and notes authorized by this ordinance are afforded a tax advantaged status. The necessary actions may include, but are not limited to, covenants or agreements relating to proceeds and earnings and elections and designations as required under the Internal Revenue Code (IRC) to assure proper entitlement to a subsidy or tax credit benefit for both the issuer and holder. The County has previously issued tax advantaged obligations

(e.g., Qualified School Construction Bonds and Build America Bonds); these programs expired on December 31, 2010. However, the Office previously advised that retaining the authority to issue tax advantaged obligations is in the best interest of the County in the event that Congress should choose to renew these provisions.

**Administrative Costs:** The Office advised that estimated one-time administrative costs associated with this borrowing ordinance total \$366,100 as follows:

Rating agencies	\$ 300,000
Bond counsel	50,000
BAN auction agent	12,000
Financial printing, advertising, other	4,100
Total	<u>\$ 366,100</u>

The Office further advised that expenses for the G.O. bonds will be paid from the premium from each issuance.

**Other:** The bill states that any premium funds received from the sale of bonds and BANs shall be set apart in a separate account and can be used for the first interest payments on those bonds and BANs or allocated for other expenditure purposes permitted under federal income tax law. The bill also states that any earnings from the investment of proceeds of CPI bonds and BANs and Metropolitan District bonds and BANs may be treated as general revenues and applied to the general purposes of the County and Baltimore County Metropolitan District, respectively. The bill further states that the County Executive or County Administrative Officer may designate specific expenditures to be paid from such earnings. The Office previously advised that such language regarding the use of premium funds and earnings constitutes appropriation authority, despite its lack of specificity as to the amount(s), program(s), and fiscal year(s) of the expenditure authorization.

In March 2021, the County issued \$145 million in CPI bonds and \$205 million in Metropolitan District bonds at a true interest cost of 1.91% and 2.51%, respectively, with interest rates payable by the County ranging from 3.0% to 5.0%.

In March 2021, the County issued \$205 million in CPI BANs at a true interest cost of 0.10%, with interest rates payable by the County of 4.0%. The County will issue bonds by March 2022 to pay off those BANs. The Office advised that the March 2022 bonds issuance will be structured to

have level total payments, in accordance with the County's debt policy. The Office further advised that its March 2022 bonds issuance is expected to have a true interest cost of 2.5% for CPI bonds and 3.0% for Metropolitan District bonds, with anticipated interest rates of 3.0% to 5.0%. The Office expects that the March 2022 CPI bonds issuance will generate no FY 2023 net interest costs; CPI interest costs are expected to total approximately \$10.3 million before applying bond premium savings. Further, the Office expects that the March 2022 CPI bonds issuance will be structured with a FY 2023 principal payment of approximately \$6.2 million.

The Office advised that it plans to issue up to \$100 million in CPI BANs and up to a total of \$250 million in Metropolitan District BANs and Maryland Water Quality Financing Administration (MWQFA) bonds. The County expects to issue the CPI BANs and approximately \$150 million in Metropolitan District BANs in March 2022 at an anticipated true interest cost of 0.25%, with an anticipated interest rate of 4.0%. (The County will issue bonds by March 2023 to pay off the BANs.) The Office expects that the March 2022 CPI BANs issuances will generate no FY 2023 net interest costs; CPI interest costs are expected to total \$4.0 million before applying BAN premium savings. In addition, the County expects to finance approximately \$100 million in MWQFA bonds at an anticipated interest rate of 1.25%, with issuances to occur at various times throughout the year.

The bill indicates that the outstanding balance of County G.O. debt as of August 31, 2021 plus the net balance of additional G.O. debt authorized by this bill, totals \$2,654,950,500. This level of outstanding debt (including pension obligation debt) is compliant with the County Charter limitation (4% of assessed property value). The Office provided a detailed breakdown of the estimated outstanding debt balance as of June 30, 2022. Projected debt as of June 30, 2022 subject to the guidelines adopted by the Spending Affordability Committee (excluding pension obligation debt) remains within maximum recommended levels. See Exhibit C.

Future debt ratios, as projected by the County's financial consultant Public Resources Advisory Group (PRAG) in its November 23, 2021 debt study, fall within legal limits and comply with the debt affordability guidelines of the County's Spending Affordability Committee.

The authority to issue the G.O. bonds proposed by Bill 98-21 expires on the latter of December 31, 2022 or upon expiration of any outstanding BANs.

The borrowing ordinance will take effect 45 days from the date of enactment.

**CHART II**

<b>Outstanding Issues</b>	<b>Dated Date</b>	<b>Callable Maturities</b>	<b>Aggregate Principal Amount of Callable Bonds</b>
Baltimore County Consolidated Public Improvement Bonds – 2009 Series C (RZEDBs)	11/10/09	11/1/26-11/1/29	\$13,600,000
Baltimore County Consolidated Public Improvement Bonds – 2010 Series B (QSCBs)	11/9/10	11/1/29	\$19,950,000
Baltimore County Consolidated Public Improvement Bonds – 2010 Series C (BABs)	11/9/10	11/1/22-11/1/30	\$121,000,000
Baltimore County Taxable General Obligation Bonds – 2012 Series	12/13/12	8/1/22-8/1/27, 8/1/32, 8/1/42	\$209,005,000
Baltimore County Consolidated Public Improvement Bonds – 2014 Series	2/20/14	2/1/25-2/1/34	\$75,000,000
Baltimore County Consolidated Public Improvement Bonds – 2014B Refunding Series	7/15/14	9/1/25	\$4,730,000
Baltimore County Consolidated Public Improvement Bonds – 2014B Series	12/23/14	8/1/25-8/1/34	\$58,000,000
Baltimore County Consolidated Public Improvement Bonds – 2015 Refunding Series	6/30/15	8/1/26-8/1/27	\$17,735,000
Baltimore County Consolidated Public Improvement Bonds – 2016 Series	3/8/16	2/1/27-2/1/36	\$58,000,000
Baltimore County Taxable General Obligation Bonds – 2016 Series	8/3/16	7/1/22-7/1/36, 7/1/46	\$133,350,000
Baltimore County Consolidated Public Improvement Bonds – 2017 Series	3/15/17	3/1/28-3/1/37	\$52,100,000
Baltimore County Consolidated Public Improvement Bonds – 2018 Series	3/16/18	3/1/29-3/1/38	\$77,310,000
Baltimore County Consolidated Public Improvement Bonds – 2019 Series	3/18/19	3/1/30-3/1/39	\$152,425,000
Baltimore County Consolidated Public Improvement Bonds – 2020 Series	3/19/20	3/1/31-3/1/40	\$157,180,000
Baltimore County Consolidated Public Improvement Bonds – 2021 Series	3/22/21	3/1/32-3/1/41	\$89,845,000
Baltimore County Consolidated Public Improvement Bonds – 2021 Refunding Series	3/22/21	8/1/32	\$11,055,000
<b>Total</b>			<b>\$1,250,285,000</b>

CHART III			
Outstanding Issues	Dated Date	Callable Maturities	Aggregate Principal Amount of Callable Bonds
Baltimore County Metropolitan District Bonds (73 <sup>rd</sup> Issue – Series B – BABs)	11/9/10	11/1/22-11/1/26, 11/1/32, 11/1/40	\$81,000,000
Baltimore County Metropolitan District Bonds (75 <sup>th</sup> Issue)	12/12/12	8/1/33-8/1/39, 8/1/42	\$20,000,000
Baltimore County Metropolitan District Bonds 2012 Refunding Series	12/12/12	8/1/28-8/1/32	\$8,220,000
Baltimore County Metropolitan District Bonds (76 <sup>th</sup> Issue)	2/20/14	2/1/25-2/1/44	\$41,100,000
Baltimore County Metropolitan District Bonds 2014 Refunding Series	2/20/14	8/1/24-8/1/34	\$16,260,000
Baltimore County Metropolitan District Bonds 2014C Refunding Series	7/15/14	9/1/25	\$2,875,000
Baltimore County Metropolitan District Bonds (77 <sup>th</sup> Issue)	12/23/14	8/1/25-8/1/38, 8/1/41, 8/1/44	\$56,000,000
Baltimore County Metropolitan District Bonds 2015 Refunding Series	6/30/15	8/1/26-8/1/30	\$47,865,000
Baltimore County Metropolitan District Bonds (78 <sup>th</sup> Issue)	3/8/16	2/1/27-2/1/41, 2/1/46	\$58,000,000
Baltimore County Metropolitan District Bonds 2016 Refunding Series	3/8/16	2/1/27-2/1/38	\$64,205,000
Baltimore County Metropolitan District Bonds (79 <sup>th</sup> Issue)	3/15/17	3/1/28-3/1/37, 3/1/42, 3/1/47	\$68,000,000
Baltimore County Metropolitan District Bonds (80 <sup>th</sup> Issue)	3/16/18	3/1/29-3/1/45, 3/1/48	\$185,190,000
Baltimore County Metropolitan District Bonds (81 <sup>st</sup> Issue)	3/18/19	3/1/30-3/1/40, 3/1/44, 3/1/49	\$203,275,000
Baltimore County Metropolitan District Bonds 2019 Refunding Series	8/6/19	11/1/30-11/1/39	\$32,315,000
Baltimore County Metropolitan District Bonds (82 <sup>nd</sup> Issue)	3/19/20	3/1/31-3/1/50	\$34,050,000
Baltimore County Metropolitan District Bonds (83 <sup>rd</sup> Issue)	3/22/21	3/1/32-3/1/51	\$167,010,000
Baltimore County Metropolitan District Bonds 2021 Refunding Series	3/22/21	8/1/32-8/1/41	\$33,505,000
Total			\$1,118,870,000

## CAPITAL BUDGET - DEBT AFFORDABILITY GUIDELINES

### Debt Service<sup>(1)</sup> as % of General Fund Revenue

Guideline - 9.5% of General Fund Revenue <sup>(2)</sup>	\$ 214,456,342
FY 2022 Budget	<u>\$ (196,302,217)</u>
Under (Over) Guideline	<u>\$ 18,154,125</u>

### Debt Outstanding<sup>(1)</sup> as % of Total Property Value

Guideline - 2.5% of Assessed Property Value	\$ 2,378,931,800
Estimated Debt Outstanding as of 6/30/2022	<u>(2,035,412,111)</u>
Under (Over) Guideline	<u>\$ 343,519,689</u>

### Legal Debt Limit <sup>(3)</sup>

Estimated Assessable Base	\$ 95,157,272,000
	x 4%
Debt Limit Equal to 4% of Assessable Base	<u>\$ 3,806,290,880</u>

#### Estimated Debt Outstanding as of 6/30/2022

Public Facility Bonds	\$ 755,150,000	
Public School Bonds	882,952,000	
Pension Obligation Bonds	328,660,000	
Bond Anticipation Notes	100,000,000	
Community College Bonds	<u>132,243,000</u>	<u>(2,199,005,000)</u>

Under (Over) Legal Debt Limit	<u>\$ 1,607,285,880</u>
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<sup>(1)</sup> Excludes Pension Obligation and Metropolitan District bonds, and component unit capital leases not budgeted under Primary Government.

<sup>(2)</sup> Estimated total revenues as provided by the Office of Budget and Finance.

<sup>(3)</sup> Excludes Certificates of Participation, Capital Leases, Single Stream Recycling Facility, and Metropolitan District bonds.

**Bill 99-21 (Supplemental Appropriation)****Council District(s) 4 & 7****Mr. Jones (By Req.)****Department of Recreation and Parks****The 2021-22 Capital Budget – 242-212-P301 Recreation Facility Renovations/  
242-212-P307 Community Neighborhood Parks Development**

The Administration is requesting supplemental appropriations of federal and State funds totaling \$815,733 to two bulk capital projects: Recreation Facility Renovations (\$465,733, federal funds) and Community/Neighborhood Park Development (\$350,000, State funds). The federal funds will be used for a boat ramp replacement at Merritt Point Park (\$465,733), and the State funds will be used for a potential parking expansion at Quarry Place/Kiwanis Fields (\$200,000) and a potential exercise pavilion at Northwest Regional Park (\$150,000). See Exhibit A.

**Fiscal Summary**

<b>Capital Project</b>	<b>Supplemental Appropriation</b>	<b>Current Unobligated Appropriation<sup>(3)</sup></b>	<b>Total Appropriation</b>
<u>Recreation and Parks:</u>			
Recreation Facility Renovations	\$ 465,733 <sup>(1)</sup>	\$ 7,119,518	\$ 7,585,251
Community/Neighborhood Park Development	350,000 <sup>(2)</sup>	64,997,213	65,347,213
Total	<u>\$ 815,733</u>	<u>\$ 72,116,731</u>	<u>\$ 72,932,464</u>

<sup>(1)</sup> U.S. Fish and Wildlife Service (USFWS) funds passed through the Maryland Department of Natural Resources (DNR). No County matching funds are required.

<sup>(2)</sup> State of Maryland Capital Grants. No County matching funds are required.

<sup>(3)</sup> According to the County's financial system as of November 15, 2021.

**Analysis**

The Department advised that the proposed supplemental appropriations totaling \$815,733 will be used to support the following recreation and parks capital projects:

- \$465,733 (federal funds) for a boat ramp replacement at Merritt Point Park;
- \$200,000 (State funds) for a potential parking expansion at Quarry Place/Kiwanis Fields; and
- \$150,000 (State funds) for a potential exercise pavilion at Northwest Regional Park.

The Department advised that the Merritt Point Park boat ramp replacement project was originally limited to general boat ramp repairs but has been broadened over time to include a full-fledged ramp replacement plus a “soft launch” for canoe and kayak access in another part of the park. The Department further advised that the proposed supplemental appropriation is the result of additional grant funding extended by the Maryland DNR after the engineer’s cost estimates, which reflect current market conditions (e.g., labor, including living wage rate requirements, building materials cost trends), showed that more funding than originally requested would be needed. The Department also advised that the total estimated cost for the construction phase of this project is \$796,613; however, actual project costs will not be known until the bid process is complete. The Department advised that the design documents recently were completed, and the State’s review is also complete; after final refinements to the plans are made, Property Management will work with the Department of Public Works and Transportation to bid the construction contract, with an anticipated bid opening in February 2022.

The Department advised that the potential projects of parking expansion at Quarry Place/Kiwanis Fields and an exercise pavilion at Northwest Regional Park projects have not yet been initiated and will require discussions with the legislators sponsoring those grants.

The grant period for the Merritt Park boat ramp replacement project is September 1, 2020 through August 31, 2023. In regard to the two State Capital grants (parking expansion at Quarry Place/Kiwanis Fields and an exercise pavilion at Northwest Regional Park), the Department advised that the County has two years to appropriate the funds and seven years overall to expend the funds, unless an extension is requested and approved. No County matching funds are required.

With the affirmative vote of five members of the County Council, Bill 99-21 will take effect January 2, 2022.



### Executive Summary

The Department of Recreation and Parks is requesting a supplemental appropriation to its current capital budget to:

- Appropriate \$465,733 in revenue 9119 (Federal-State) to 242-212-P301, to enable the county to utilize additional state and federal funding (pass-through from Maryland Department of Natural Resources) for a boat ramp replacement job at Merritt Point Park.
- Appropriate \$350,000 in revenue 9229 (State Aid) to 242-212-P307, to enable the county to utilize additional state capital grant funding (approved during the 2021 Maryland Legislature session) for 1- \$200,000 for potential parking expansion at Quarry Place (aka: Kiwanis Field); 2- \$150,000 for potential exercise pavilion at Northwest Regional Park.

The County was not aware of these additional funds until after the preparation of the Fiscal Year 2022 capital budget.

Prepared By: Department of Recreation and Parks

**Bill 100-21 (Supplemental Appropriation)****Council District(s) All****Mr. Jones (By Req.)****Department of Health & Human Services****State Highway Underage Drinking Prevention Project**

The Administration is requesting a supplemental appropriation of federal funds totaling \$24,339 to the State Highway Underage Drinking Prevention Project Gifts and Grants Fund program. The funds will be used to contract with a media/marketing company to create two campaigns directed to young drivers ages 16 to 20; the campaigns will focus on the following five highway safety impact areas: distracted driving, impaired driving, aggressive driving, occupant protection, and pedestrian safety. See Exhibit A.

**Fiscal Summary**

<b>Funding Source</b>	<b>Supplemental Appropriation</b>	<b>Current Appropriation</b>	<b>Total Appropriation</b>
<b>County</b>	--	--	--
<b>State</b>	--	--	--
<b>Federal <sup>(1)</sup></b>	\$ 24,339	\$ 18,000	\$ 42,339
<b>Other</b>	--	--	--
<b>Total</b>	<u>\$ 24,339</u>	<u>\$ 18,000</u>	<u>\$ 42,339</u>

<sup>(1)</sup> U.S. Department of Transportation, National Highway Traffic Safety Administration funds passed through the Maryland State Highway Administration, Maryland Highway Safety Office. No County matching funds are required.

**Analysis**

The Department advised that the proposed grant funds will be used to contract with a media/marketing company to create two advertising campaigns directed to drivers ages 16 to 20;

the campaigns will focus on the following five highway safety impact areas: distracted driving, impaired driving, aggressive driving, occupant protection, and pedestrian safety. The Department further advised that these videos will reinforce the positive impact of current educational programs and strategies so that youth will carry responsible practices with them into young adulthood. The Department advised that the first video, "Safe Road Ahead," will be a back-to-school feature, and the second video, "Stay the Course," will encourage young people to improve their driving and decision-making skills; the videos will run on social media during high-risk months, and digital posters will be distributed to public and private County schools to reinforce the messages.

The grant period is October 4, 2021 through September 30, 2022. No County matching funds are required.

With the affirmative vote of five members of the County Council, Bill 100-21 will take effect January 2, 2022.

## **Executive Summary**

The Department of Health will contract with a media/marketing company for \$24,339 to create two campaigns directed to young drivers ages 16-20, focusing on five highway safety impact areas – distracted driving, impaired driving, aggressive driving, occupant protection and pedestrian safety. The first video will be "Safe Road Ahead," a back to school feature, and the second will be "Stay the Course," which will encourage young people to improve their skills and make safe decisions. This will run on social media during high risk months on Snap Chat, Tik Tok, television, or through geo-fenced digital ads. Digital posters to reinforce the messages will be distributed to Baltimore County Schools. Both videos can run year after year. The Baltimore County Strategic Highway Safety Planning Committee will serve in an advisory role for this project, and students enrolled in Baltimore County Students Against Drunk Driving (SADD) Chapters will test the messages.

Reviewing County data\* brought to light that serious crashes involving this age group have declined over the last several years, but that crashes increased dramatically among drivers age 21-25. The purpose of these videos is to reinforce the positive impact of current educational programs and strategies with youth, so that they will carry responsible practices with them into young adulthood.

\*University of Maryland Study Center (NSC) and derived from the Maryland Judiciary

Prepared by: Department of Health and Human Services

**Bill 101-21****Council District(s) All**

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**Mr. Jones (By Req.)**

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**Executive Office**

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**The Commission on Veterans' Affairs**

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Bill 101-21 amends several aspects of the Baltimore County Code related to the Baltimore County Commission on Veterans' Affairs (the "Commission") to update and enhance its effectiveness, including the expansion of the Commission's membership and duties. See Exhibit A.

Currently, the Commission consists of nine members with seven being appointed by the County Council and two by the County Executive. All Council-appointed members must be a veteran. A veteran is an individual who served on active duty in the U.S. military, other than for training, and was not dishonorably discharged. Commission members who are veterans must be active members in at least one of several veterans associations. Executive-appointed members are not required to be veterans. The Executive-appointed members consist of one at-large representative and one representative recommended by the Superintendent of Schools and employed by the Department of Education. All Commission members must be County residents.

The bill expands the membership of the Commission from nine to twelve, with the additional three members being appointed by the County Executive, bringing the total number of Executive-appointed members to five: three such members shall be at-large representatives and the remaining two members must be employed by the Community College of Baltimore County, Towson University, or University of Maryland, Baltimore County. Also, the bill adds six Ex-Officio members, including one representative from each of the following County departments/agencies: Department of Corrections, Department of Health and Human Services, Department of Housing and Community Development, Fire Department, Police Department, and Office of Diversity and Inclusion.

The bill also amends aspects of the Council-appointed membership. First, the definition of veteran is expanded to include individuals who were activated for duty other than for training. Next, the

bill adds the Women Veterans of America and the National Association of Black Veterans to the list of such associations to which a Council-appointed member could belong.

The bill requires that all Commission members be eligible to serve only two consecutive terms. The bill also changes the start of the term from July 1 to January 1, eliminates the term-staggering requirement, and clarifies that the Office of the County Executive will be responsible for staffing the Commission.

The bill makes several changes to the duties of the Commission. Under current law, the Commission's duties include establishing a forum for County residents who served in the Armed Forces and maintaining communication between government agencies, businesses, educational institutions, and County veterans to provide guidance and information on the needs of veterans. The bill expands the scope of such outreach to include the needs of veterans' families living in the County.

Last, the bill adds new requirements for the Commission to conduct certain public outreach activities and meet certain reporting requirements, as follows:

- Research and identify activities, programs, and policies that will assist in meeting the needs of veterans and their families;
- Assist in organizing public acknowledgement and commemoration events to highlight the contributions of Baltimore County's veteran community;
- Advise the County Executive and the County Council on the status of programs and services in the County and State related to veterans and their families; and
- Submit an annual report to the County Executive and the County Council on Commission activities by March 31 of each year.

The bill as introduced states that with the affirmative vote of five members of the County Council, Bill 101-21 shall take effect immediately upon passage; however, a forthcoming amendment changes the effective date to January 3, 2022.

## Executive Summary

The Office of the County Executive, recognizing the need to enhance and revitalize the essential Commission Veterans' Affairs ("the Commission"), proposes the following adjustments to County Code:

- Including members of the Women Veterans of America and the National Association of Black Veterans in eligibility for Commission membership;
- Altering the definition of "veteran";
- Increasing the number of commissioners appointed by the County Executive to the Commission;
- Altering the requirements of those eligible for appointment by the County Executive;
- Establishing ex-officio members of the Commission representing relevant County agencies;
- Altering the terms, duties and responsibilities of the Commission;
- Establishing that the Commission shall conduct certain public outreach activities and meet certain reporting requirements; and
- Clarifying that the Office of the County Executive will be responsible for staffing the Commission.

This legislation alters current eligibility for membership and representation in the Veterans' Affairs Commission to include members of the Women Veterans of America and the National Association of Black Veterans for those appointed by the County Council, and increases the total number of members from nine to twelve. The three additional members would be attributed to an increase in the number of representatives on the Commission appointed by the County Executive from two to five, including three at-large representatives who must be County residents, and two representatives employed by the Community College of Baltimore County, Towson University, or University of Maryland-Baltimore County. Ex-Officio members are created under this legislation; these positions will be filled by representatives of the Department of Corrections, the Department of Health and Human Services, the Department of Housing and Community Development, the Fire Department, the Police Department, and the Office of Diversity and Inclusion.

This legislation also alters the terms, duties and responsibilities of the Commission. Commission members would not be eligible to serve for more than two consecutive terms. The Commission's duties are enhanced to include the exploration of the needs of veterans' families in its forum, and to include educating the broader community on veterans' needs.

The Commission would also:

- Research and identify activities, programs, and policies which assist in meeting the needs of veterans and their families;
- Assist in organizing public acknowledgement and commemoration events to highlight the contributions of Baltimore County's veteran community; and
- Submit an annual report to the County Executive and the County Council on Commission activities by March 31 of each year.

Prepared by: Executive Office

Bill 102-21

Council District(s) All

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**Mr. Jones (By Req.)**

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**Office of Government Affairs**

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**The Baltimore County Fair Election Fund**

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Bill 102-21 establishes the Baltimore County Fair Election Fund. On March 18, 2019, the County Council passed Bill 3-19, amending the Charter to establish a system making a public financing option available to candidates running for County Council and County Executive. A subsequent ballot question was approved by the voters on November 3, 2020. See Exhibit A.

In April 2021, the County Executive established the Baltimore County Fair Election Fund Work Group, which was tasked with making recommendations on the creation and implementation of the County's public election financing system. On September 30, 2021, the Work Group issued its final report and recommendations. Bill 102-21 incorporates the Work Group's recommendations and represents the fulfillment of the Charter mandate that "the County Council shall, by law, establish a Citizens' Election Fund system."

**Fair Election Fund Commission**

Bill 102-21 establishes the Charter-mandated Commission. While Charter Section 1013 refers to this Commission as the Citizens' Election Fund Commission, the Bill renames it to the Baltimore County Fair Election Fund Commission (the "Commission"). As required by the Charter, the Commission consists of nine members with two Executive appointments (which must be approved by the Council) and seven appointments recommended by the Council. There are several restrictions on Commission membership, including:

- All Commission members must be residents and registered voters of the County;
- Council appointment recommendations must be residents of the recommending Councilmember's district; and
- Commission members may not be: a candidate for public office in the previous, current, or next election cycle; a chair or treasurer of a campaign account; an elected or appointed member of a local or State central committee of a political party; or a lobbyist registered with the County or State.



The Commission members will serve 4-year terms, with the initial term beginning May 1, 2023.

The duties of the Commission include:

- Meeting once every 90 days during the 12 months preceding a primary election for County Executive and County Council, and at least twice annually otherwise;
- Calculating the amount necessary to fully fund the fair election fund for the ensuing fiscal year and recommending to the County Executive the necessary appropriation amount for inclusion in the annual budget;
- Promoting the fund to prospective candidates for County Executive and County Council; and
- Conducting a comprehensive review of the fund after the conclusion of the election cycle, and reporting its findings and recommendations to improve the system to the County Executive, County Council, and public.

#### Fair Election Fund

Bill 102-21 establishes the Baltimore County Fair Election Fund. While Charter Section 1013 refers to this as the Citizens' Election Fund System, the Bill renames it to the Baltimore County Fair Election Fund (the "Fund").

As required by the Charter, the Fund will receive most of its money through two processes. The first process is by annual appropriations. The County Executive must include an appropriation for the full funding of the Fund in their annual budget, unless negative economic circumstances have caused the County to transfer money from its Revenue Stabilization Reserve Account. There is also an alternative method for the County Executive to not include the appropriation, which requires certification to the County Council that inclusion would be economically imprudent and a vote by the Council. The amount of money needed for full funding must be calculated by the Commission no later than 180 days prior to the end of the fiscal year.

The second process is by voluntary citizen contributions. The Charter requires the establishment of a subfund into which citizens may make voluntary contributions. When disbursements are made to candidates, the subfund must be used before any appropriated money is disbursed.

#### Candidate Certification

Candidates for County Executive and County Council must complete a multi-step certification process to be eligible to receive disbursements from the Fund. First, they must file a notice of

intent with the State Board of Elections and establish a citizen-funded campaign account. This filing must occur before the candidate accepts any contributions.

Upon filing the notice of intent, the candidate is subject to several restrictions that continue through the election. For example, the candidate may not accept a private contribution from any group or organization, including a political action committee, a corporation, a labor organization, or a State or local central committee of a political party. The candidate may not accept more than \$250 from an individual during an election cycle. Also, the candidate may not pay for any campaign expense with any campaign finance account other than the candidate's citizen funded campaign account.

Next, the candidate must raise a threshold amount of qualifying campaign contributions during the qualifying period. The qualifying period begins January 1 following the last County Executive or County Council election and ends 45 days before the primary election. For a contribution to qualify, it must be (1) from a County resident; (2) no more than \$250; (3) given during the qualifying period; and (4) acknowledged by a receipt. The threshold amounts needed are:

- For a County Executive candidate, at least 500 qualifying contributions and an aggregate total of \$40,000.
- For a County Council candidate, at least 125 qualifying contributions and an aggregate total of \$10,000.

Finally, the candidate must apply for certification to the State Board of Elections. The application must include certain documentation, including a list of the qualifying contributions with the receipts and a report of all expenditures made by the candidate during the qualifying period. If the candidate is certified, the State Board will notify the Director of the Office Budget and Finance that the candidate may receive public election fund disbursements.

#### Fund Disbursements

Fund disbursements are made on a contribution-matching basis. Individual contributions are subject to the same qualifying requirements as during the certification process and must be \$5 or more to be eligible for contribution-matching. The ratio of contribution-matching reduces in \$50 increments as follows:

County Executive	County Council
For the first \$50 – 6 to 1	For the first \$50 – 4 to 1
For the second \$50 – 4 to 1	For the second \$50 – 3 to 1
For the third \$50 – 2 to 1	For the third \$50 – 2 to 1
Above the third \$50 – 0 to 1	Above the third \$50 – 0 to 1

As an example, a qualifying individual contribution of \$175 to a County Executive candidate may be eligible for a public fund match of \$600 (\$300 for dollars 1-50; \$200 for dollars 51-100; \$100 for dollars 101-150; \$0 for dollars 151-175). If that contribution was to a County Council candidate, the eligible match would be \$450 (\$200 for dollars 1-50; \$150 for dollars 51-100; \$100 for dollars 101-150; \$0 for dollars 151-175). There is no match for contributions above \$150.

Disbursements may only be made during a specific period that begins 365 days before the primary election and ends 15 days after the general election (or during the time that the County Council sets by resolution for a special election). To receive a disbursement, a candidate must submit the receipt for each qualifying contribution to the State Board of Elections. The total public contribution payable to a certified candidate for the election cycle may not exceed \$750,000 for a County Executive candidate and \$80,000 for a County Council candidate. The total fiscal impact to the County depends on the number of candidates who participate in each election who are eligible to receive disbursements from the Fund.

Participating candidates are required to return unspent funds within 30 days after the County Board of Elections certifies the results of the primary election (if the candidate is not certified to be on the ballot for the general election) and general election.

With the affirmative vote of five members of the County Council, Bill 102-21 shall take effect 45 days after its enactment.

## Executive Summary

The Office of the County Executive, recognizing the need to empower diverse groups of candidates for all local elections, proposes the establishment of the Baltimore County Fair Election Fund System by:

- Establishing the Fair Election Fund
- Establishing the Fair Election Fund Commission
- Setting requirements for Fund eligibility
- Setting limits on contributions eligible for matching funds
- Setting qualifications for membership in the Fair Election Fund Commission
- Setting matching rates for eligible contributions
- Creating a subfund for direct contributions to the Fair Election Fund

### Fair Election Fund

This legislation establishes the Fair Election Fund (“the Fund”), financed by the County Executive and County Council each budget cycle. Eligible participants must not raise more than \$250 from an individual during the four-year election cycle, with the exception of contributions from the candidate themselves or an immediate family member who is 18 or older. To qualify for financing through the Fair Election Fund, prospective participants must reach certain thresholds based on the number of distinct contributors and the total amount raised, respectively. The legislation also establishes a subfund, allowing residents who wish to donate to the Fund to do so directly.

Participants who qualify for Fair Election Fund financing will then receive matching funds from the County based on the formula detailed within the legislation. The legislation also establishes caps on matching contributions for candidates for County Council and County Executive. These caps reset after each election, meaning that a qualified candidate who is successful in a competitive primary election would have their cap reset for the general election, providing that there are opposing candidates in that general election.

### Fair Election Fund Commission

The Fair Election Fund Commission (“the Commission”) is a nine-member group appointed by each member of the County Council, respectively, and the County Executive. The Commission will be responsible for monitoring the fund and issuing recommendations for having the fund replenished ahead of each election. The Commission will meet once every 90 days in an election year, and twice-annually otherwise. These positions will be non-compensable aside from reimbursement for commission-related expenses. The County Executive’s Office of Budget and Finance will provide the Commission with staff support.

The establishment of this system beginning in the 2026 election cycle is required by the Baltimore County Charter, as approved by the citizens of Baltimore County during the 2020 general election. The provisions within this statute result from a comprehensive stakeholder process comprised of diverse members with relevant experience with and knowledge of the costs and procedures associated with running a campaign. The legislation seeks to eliminate financial barriers for qualified candidates who have historically been excluded from serving their neighbors and communities, levelling the playing field for local candidates for public office.

Prepared by: Office of Government Affairs

**Bill 103-21****Council District(s) All**

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**All Councilmembers**

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**Revision of Councilmanic Districts**

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Bill 103-21 revises and reconstitutes the County's seven councilmanic districts, as required by Charter Section 207, based upon the 2020 Decennial Census of the United States.

The redistricting plan as set forth in Bill 103-21 was, in part, informed by the recommendations of the 2021 Baltimore County Councilmanic Redistricting Commission, chaired by Robert E. Latshaw, Jr. The full report of the Commission, the recommended redistricting map, and the Redistricting Manual have been posted on the Council's website.

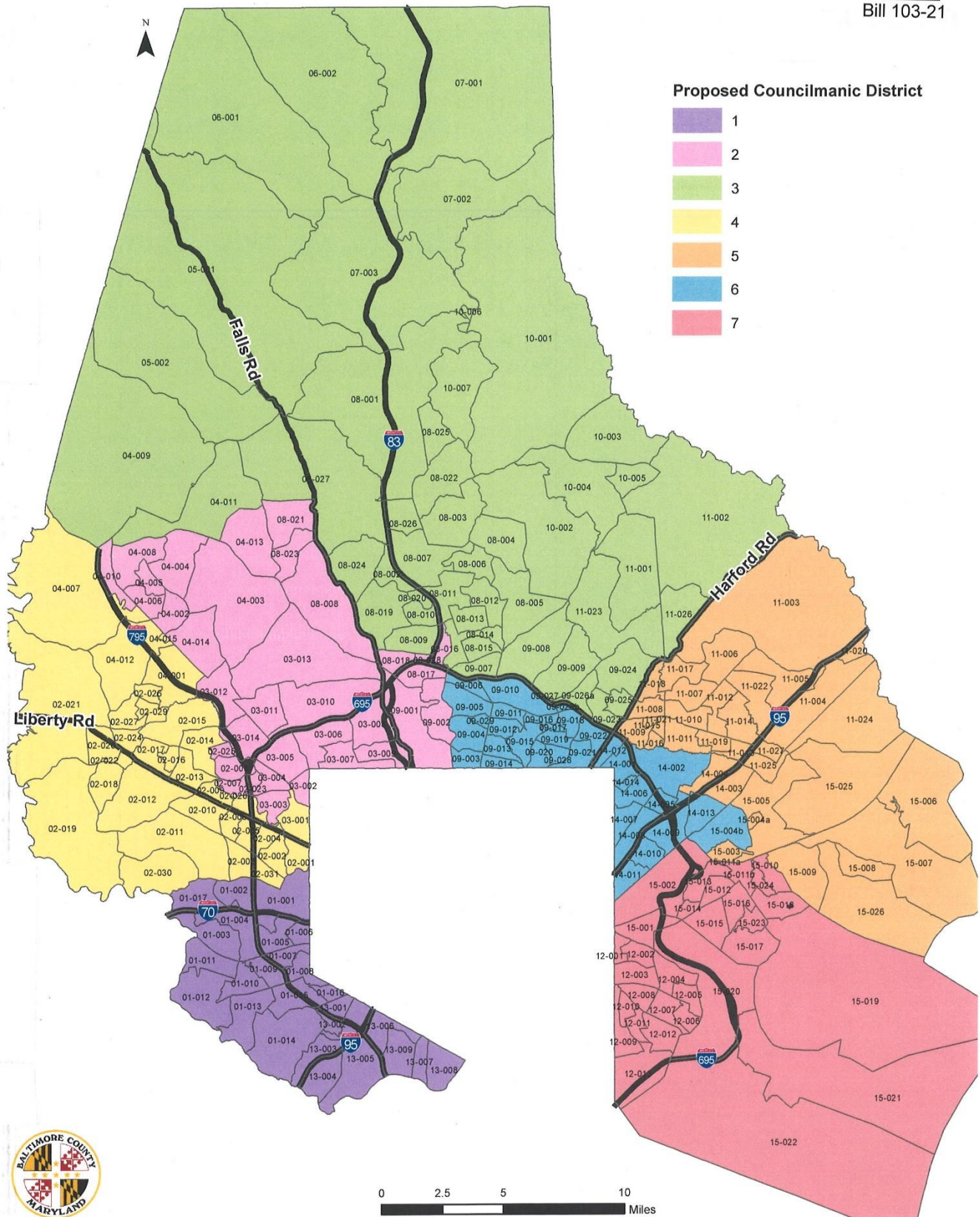
A geographic representation of the seven revised councilmanic districts is set forth in the 2022 Proposed Councilmanic District Map attached as Exhibit A to the bill, and the corresponding Population and Demographic Summary is attached as Exhibit B to the bill. See Exhibits A and B.

Bill 103-21 complies with all legal requirements of the Charter and State and federal law.

With the affirmative vote of five members of the County Council, Bill 103-21 shall take effect 45 days after its enactment, and the councilmanic boundaries established in Bill 103-21 shall become effective for the next regularly scheduled election of the County Council in 2022. Bill 103-21 is not subject to Executive veto.

# 2022 Proposed Councilmanic District Map

Exhibit A  
Bill 103-21



**BILL 103-21 - REVISION OF COUNCILMANIC DISTRICTS**

**Total Population Summary**

Council District	Total Population	Ideal District Population	Population Deviation from Ideal	Percent Deviation from Ideal	White	Black or African American	Hispanic or Latino	Asian	Two or More Races	Other Race	Am. Indian & Alaska Native	Native Hawaiian & Other Pac. Islander
1	122,391	122,382	9	0.01%	56,509	34,674	10,615	14,051	5,532	752	227	31
2	118,343	122,382	-4,039	-3.30%	62,500	35,451	9,134	6,128	4,217	731	155	27
3	124,461	122,382	2,079	1.70%	92,609	10,230	7,033	9,213	4,641	520	164	51
4	119,487	122,382	-2,895	-2.37%	17,122	86,734	6,266	4,461	3,962	725	187	30
5	116,253	122,382	-6,129	-5.01%	71,490	22,843	5,791	10,409	5,005	457	221	37
6	128,310	122,382	5,928	4.84%	65,970	39,361	8,728	7,968	5,331	651	261	40
7	127,428	122,382	5,046	4.12%	77,695	24,844	13,967	2,481	7,012	652	741	36
<b>Total</b>	<b>856,673</b>				<b>443,895</b>	<b>254,137</b>	<b>61,534</b>	<b>54,711</b>	<b>35,700</b>	<b>4,488</b>	<b>1,956</b>	<b>252</b>

	Council District	White	Black or African American	Hispanic or Latino	Asian	Two or More Races	Other Race	Am. Indian & Alaska Native	Native Hawaiian & Other Pac. Islander
Ideal Population	122,382								
Max Deviation (±5%)	6,120								
Max Deviation Range	116,263 to 128,501								
	1	46.17%	28.33%	8.67%	11.48%	4.52%	0.61%	0.19%	0.03%
	2	52.81%	29.96%	7.72%	5.18%	3.56%	0.62%	0.13%	0.02%
	3	74.41%	8.22%	5.65%	7.40%	3.73%	0.42%	0.13%	0.04%
	4	14.33%	72.59%	5.24%	3.73%	3.32%	0.61%	0.16%	0.03%
	5	61.50%	19.65%	4.98%	8.95%	4.31%	0.39%	0.19%	0.03%
	6	51.41%	30.68%	6.80%	6.21%	4.15%	0.51%	0.20%	0.03%
	7	60.97%	19.50%	10.96%	1.95%	5.50%	0.51%	0.58%	0.03%
	<b>Total</b>	<b>51.82%</b>	<b>29.67%</b>	<b>7.18%</b>	<b>6.39%</b>	<b>4.17%</b>	<b>0.52%</b>	<b>0.23%</b>	<b>0.03%</b>

**Voting Age Population Summary**

Council District	Total Population	Ideal District Population	Population Deviation from Ideal	Percent Deviation from Ideal	White	Black or African American	Hispanic or Latino	Asian	Two or More Races	Other Race	Am. Indian & Alaska Native	Native Hawaiian & Other Pac. Islander
1	95,736	95,950	-214	-0.22%	47,307	26,841	6,959	10,535	3,412	483	170	29
2	91,872	95,950	-4,078	-4.25%	50,958	26,934	5,965	4,816	2,581	474	123	21
3	98,364	95,950	2,414	2.52%	75,868	7,524	4,597	7,094	2,750	357	127	47
4	93,906	95,950	-2,044	-2.13%	15,260	67,365	4,268	3,575	2,764	507	145	22
5	90,668	95,950	-5,282	-5.50%	59,847	15,830	3,680	7,850	2,946	303	182	30
6	103,001	95,950	7,051	7.35%	56,250	30,126	6,125	6,456	3,359	440	220	25
7	98,098	95,950	2,148	2.24%	64,708	17,605	8,637	1,920	4,177	409	613	29
<b>Total</b>	<b>671,645</b>				<b>370,198</b>	<b>192,225</b>	<b>40,231</b>	<b>42,246</b>	<b>21,989</b>	<b>2,973</b>	<b>1,580</b>	<b>203</b>

	Council District	White	Black or African American	Hispanic or Latino	Asian	Two or More Races	Other Race	Am. Indian & Alaska Native	Native Hawaiian & Other Pac. Islander
Ideal VA Population	95,950								
Max Deviation (±5%)	4,798								
Max Deviation Range	91,192 to 100,748								
	1	49.41%	28.04%	7.27%	11.00%	3.56%	0.50%	0.18%	0.03%
	2	55.47%	29.32%	6.49%	5.24%	2.81%	0.52%	0.13%	0.02%
	3	77.13%	7.65%	4.67%	7.21%	2.80%	0.36%	0.13%	0.05%
	4	16.25%	71.74%	4.54%	3.81%	2.94%	0.54%	0.15%	0.02%
	5	66.01%	17.46%	4.06%	8.66%	3.25%	0.33%	0.20%	0.03%
	6	54.61%	29.25%	5.95%	6.27%	3.26%	0.43%	0.21%	0.02%
	7	65.96%	17.95%	8.80%	1.96%	4.26%	0.42%	0.62%	0.03%
	<b>Total</b>	<b>55.12%</b>	<b>28.62%</b>	<b>5.99%</b>	<b>6.29%</b>	<b>3.27%</b>	<b>0.44%</b>	<b>0.24%</b>	<b>0.03%</b>

**Bill 104-21****Council District(s) All**

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**Mr. Jones (By Req.)**

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**Office of Human Resources**

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**Personnel Law of Baltimore County – Corrective Bill**

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Bill 104-21 corrects certain pay schedules, job classifications, and pay grades to align to the adopted FY 2022 budget and the intent of Bill 39-21. See Exhibit A. Specifically, the Administration advised that this package of amendments represents a corrective measure to implement the changes to the Classification and Compensation Plan as recommended by the Personnel and Salary Advisory Board or as required by FY 2022 labor negotiations. The bill states that the County Executive has approved the recommendations.

Section 1 of Bill 104-21 amends the following pay schedules, which are effective January 1, 2022:

- Pay Schedule I for the Baltimore County Federation of Public Employees;
- Pay Schedule I-C for the Baltimore County Federation of Public Employees - Correctional Officers;
- Pay Schedule I-E for the Baltimore County Federation of Public Employees – Emergency Communications Technicians;
- Pay Schedule II for the American Federation of State, County, and Municipal Employees;
- Pay Schedule V for the Baltimore County Firefighters Association – Fire Department;
- Pay Schedule VI for the Baltimore County Supervisory, Management, Confidential and Unrepresented Employees;
- Pay Schedule VI-P for the Public Safety Supervisory, Management, and Confidential Employees;
- Pay Schedule VII for the Supervisory, Management, and Confidential Employees - Police Department;
- Pay Schedule VIII for the Supervisory, Management, and Confidential Employees - Fire Department; and
- Pay Schedule XIII for the Fraternal Order of Police, Lodge #25, Sheriff's Office.



Section 2 of Bill 104-21 amends the pay schedule or the pay grade of several job classifications in Section II, Classification and Compensation Plan. Section 3 of Bill 104-21 adds Paramedic First Class as a new job classification to Section II, Classification and Compensation Plan, along with the corresponding code, pay schedule designation, and pay grade.

Section 4 of Bill 104-21 provides for the January 1, 2022 effective date of Section 1.

The Office of Budget and Finance advised that the FY 2022 adopted budget included approximately \$7.5 million to cover the fiscal impact of intended compensation and classification changes to the County's personnel law, including more than \$3 million associated with the changes effected by Bill 104-21; accordingly, there is no additional budgetary impact as a result of this corrective measure.

With the affirmative vote of five members of the County Council and signature by the Executive, Bill 104-21 will take effect January 1, 2022.

## Executive Summary

The following amendments to the Classification and Compensation Plans are submitted for your approval:

### I. Section I – Pay Schedules

**Pay Schedule I** has been amended to add a 6 year longevity, effective January 1, 2022.

**Pay Schedule IC** has been amended to add a 6 year longevity, effective January 1, 2022.

**Pay Schedule IE** has been amended to add a 6 year longevity, effective January 1, 2022.

**Pay Schedule II** has been amended to add a 7 year longevity, effective January 1, 2022.

**Pay Schedule V** has been amended to adjust grades 7F through 19F and steps by \$2,100, effective January 1, 2022

**Pay Schedule VI** has been amended to add a 6 year longevity, effective January 1, 2022.

**Pay Schedule VI-P** has been created specifically for Public Safety Supervisory, Management and Confidential employees (SMC) to include new grades 31 through 36, a minimum and maximum with steps 1 through 4 in between. In addition, Pay Schedule VI-P will include longevity years 10, 15, 19, 22 and 25, effective January 1, 2022.

**Pay Schedule VII** has been amended to adjust all grades and steps by \$1,800 plus an additional \$1,850 to longevity 13 through 19, effective January 1, 2022.

**Pay Schedule VIII** has been amended to adjust the pay schedule by 2% and create new grade 27F, effective January 1, 2022

**Pay Schedule XIII** has been amended to add a 6 year longevity, effective January 1, 2022.

### II. Section II – Classifications and Grades

#### ESTABLISH

Code	Class Title	Pay Schedule	Pay Grade
10.416	Paramedic First Class	V	15

#### REALLOCATION OF PAY GRADE

Code	Class Title	Pay Schedule	Current Pay Grade	Proposed Pay Grade
10.423	Battalion Fire Chief	VIII	23F	24F
10.424	Bureau Chief	VIII	23F	24F
10.425	Deputy Fire Chief	VIII	24F	25F
10.429	Director of Emergency Management	VIII	26F	27F
10.470	Assistant Chief, Fire Department	VIII	26F	27F
9.105	Utilities Crew Chief	I	25	27
9.307	Highways Crew Chief	I	25	27
5.205	Property Management Grounds Maintenance Crew Chief	I	25	27
10.326	Traffic Road Marking Crew Chief	I	25	27
10.339	Traffic Signal Construction Crew Chief	I	25	27
9.214	Solid Waste Crew Chief	I	25	27
9.207	Landfill Crew Chief	I	25	27

Prepared by: Office of Human Resources

FM-1 (Contract)

Council District(s) All


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**Office of Information Technology**


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**Maintenance – Digital Microwave Radios – P25 Public Safety Radio System**


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The Administration is requesting approval of a contract with Microwave Networks, Inc. to provide for the continued maintenance of the digital microwave radios used for the P25 public safety radio system. The contract commences January 1, 2022, continues for 1 year, and will renew automatically for four additional 1-year periods with the option to extend the initial term or any renewal term an additional 120 days. The contract does not specify a maximum compensation for the initial 1-year term. Compensation may not exceed \$200,000 for the entire 5-year and 4-month term, including the renewal and extension periods. See Exhibit A.

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**Fiscal Summary**

<b>Funding Source</b>	<b>Maximum Compensation</b>
<b>County</b> <sup>(1)</sup>	\$ 200,000
<b>State</b>	--
<b>Federal</b>	--
<b>Other</b>	--
<b>Total</b>	<u>\$ 200,000</u> <sup>(2)</sup>

<sup>(1)</sup> General Fund Operating Budget.

<sup>(2)</sup> Maximum compensation for the entire 5-year and 4-month term, including the renewal and extension periods. The contract does not specify a maximum compensation for the initial 1-year term.

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**Analysis**

The contractor will provide for the continued maintenance of the digital microwave radios used for the P25 public safety radio system. The Office advised that the digital microwave radios interconnect the transmitter sites that form the backbone of the County's 800 MHz public safety telecommunications system. Maintenance includes, but is not limited to, the following services

for existing equipment during a 4-year extended warranty period: repair of all Microwave Networks, Inc.-manufactured products; 24/7 technical phone support; and annual preventive maintenance.

The contract commences January 1, 2022, continues for 1 year, and will renew automatically for four additional 1-year periods with the option to extend the initial term or any renewal term an additional 120 days on the same terms and conditions, unless the County provides notice of non-renewal. The contract does not specify a maximum compensation for the initial 1-year term. Compensation may not exceed \$200,000 for the entire 5-year and 4-month term, including the renewal and extension periods. The County may terminate the agreement by providing 30 days prior written notice.

The Office advised that the contract's maximum compensation amount (\$200,000) includes contingency funding of \$38,519 for possible additional charges (e.g., warranty costs for equipment for a new site). The Office further advised that new equipment will be covered under the contractor's standard 2-year warranty; the fifth contract year accommodates equipment purchased in year 4 of the contract.

The County awarded the contract on a sole-source basis. The Office advised that Microwave Networks, Inc. is the exclusive manufacturer of the microwave radios and does not allow third-party support. The Office further advised that the contractor has provided these services since December 2012.

On March 20, 2017, the Council approved a similar 5-year and 3-month contract with this contractor (effective September 1, 2016). The contract ended August 31, 2021, but the Office advised that the warranty coverage extends through December 31, 2021. The County's financial system indicated that as of December 2, 2021, expenditures under the contract total \$96,179.

County Charter, Section 715, requires that "any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year...."

## **EXECUTIVE SUMMARY**

**SUMMARY:** This fiscal matter is for a new contract with Microwave Networks, Inc. (MNI) under a sole source procurement for the maintenance of the digital microwave radios used for the P25 public safety radio system. As the sole manufacturer of these radio systems, maintenance can only be performed by MNI. These radios are proprietary to MNI and MNI does not allow third party support by restricting schematics and replacement parts.

**HISTORY:** Baltimore County entered into a sole source agreement (MA 2735) with MNI from November 1, 2014 through October 31, 2015 and exercise the one (1) year renewal option. A second sole source agreement (MA 3316) for continuation of maintenance was entered into from September 1, 2016 through August 31, 2017 and the County exercised three (3), one (1) year renewal options.

**PURPOSE:** The digital microwave radios maintained by MNI interconnect the transmitter sites that form the backbone of the 800MHz digital trunked radio system. This system is used for public safety voice and data transmissions.

**FISCAL IMPACT:** The total compensation paid to this vendor cannot exceed Two Hundred Thousand Dollars (\$200,000.00). If approved by the Council, the term is effective January 1, 2022 upon execution by the County and continues for one (1) year until December 31, 2022. There is an option to renew for up to four (4) one-year periods or any combination thereof at the same terms and conditions.

Prepared by: Office of Information Technology

FM-2 (Contract)

Council District(s) All

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**Administrative Office**

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**County's Property Assessed Clean Energy (PACE) Program Manager**

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The Administration is requesting approval of a contract with the Maryland Clean Energy Center (MCEC) to develop, promote, and administer a Property Assessed Clean Energy (PACE) Loan Program for owners of commercial properties located in Baltimore County. The contract commences upon Council approval and does not specify a termination date; rather, either party may terminate the agreement at any time upon 90 days' advance written notice to the other party, provided the County continues its obligations to collect surcharges for PACE loans made prior to the termination date. MCEC will administer the PACE program at no cost to the County. See Exhibit A.

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**Fiscal Summary**

MCEC will administer the PACE program at no cost to the County. Any administrative costs incurred by the County (estimated by the Office of Budget and Finance to be minimal) are reimbursable through surcharges on the borrowers' property tax bills. The County will not finance, fund, nor incur any liability for loans.

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**Analysis**

In October 2016, Baltimore County established a Property Assessed Clean Energy (PACE) Loan Program (Council Bill 63-16) and authorized the Administration to enter into an agreement with a private program administrator, subject to Council approval. The purpose of the PACE Loan Program is to facilitate loan financing for clean energy improvements to commercial properties. The program allows commercial property owners to finance energy improvements through private loans; in return, the property owners repay the loans through long-term loan surcharges on their real property tax bills.

On December 19, 2016, the Council approved a contract with PFS Financial Servicing LLC (PFS) to administer the County's PACE Loan Program; this contract expires December 31, 2021. The Office of Budget and Finance advised that PFS is the current assigned program administrator through an equity partnership with MCEC to administer the statewide program for all participating Maryland jurisdictions, effective through December 31, 2021; because MCEC has not selected a new program administrator to succeed PFS, the County's proposed contract is with MCEC. The Office further advised that as of November 12, 2021, the County's program has transacted six loans, totaling \$5,717,132, and the County has received \$1,420 in administrative fees.

The Administration advised that legislation will be presented on an upcoming Council agenda to amend the County's existing PACE Loan Program to align it with the statewide MD-PACE program – adding water efficiency, environmental remediation, and resiliency projects as qualifying improvements, and revising the amount and duration of program loans.

Under the proposed contract, MCEC will administer and obtain financing for the PACE Loan Program for owners of commercial, industrial, agricultural, hospitality, retail, and multifamily properties located in Baltimore County. Specifically, MCEC will perform the following tasks:

- Assist the County with developing the PACE program guidelines;
- Receive, review, and approve/deny applications submitted by commercial property owners;
- Prepare and submit repayment amounts for inclusion as surcharges on borrowers' real property tax bills;
- Receive payment of the surcharges (less the County's administrative costs) from the County and disburse the funds to the lenders; and
- Prepare and deliver annual reports to the County.

The County's responsibilities include:

- Selecting a PACE Loan Program coordinator who will assist in surcharge assessment and collection and be responsible for contacting MCEC with any PACE program-related issues;
- Adding surcharges to the real property tax bills;
- Segregating collected surcharges in a separate financial account and paying collected surcharges (less the County's administrative fees) on a monthly basis; and
- Instituting tax lien collection procedures for property owners who fail to pay the surcharges within the appropriate timeframes.

Under its standard program, MCEC charges commercial property owners the following fees for program participation:

- A one-time application fee of not more than \$150.
- A 1.05% closing/program administration fee, calculated as a percentage of the amount financed through PACE, which may be capitalized into the surcharge placed on the borrower's property tax bill.
- A servicing fee of 1.5% of the annual surcharge payment amount each year, with a minimum annual fee of \$300 and a maximum annual fee of \$2,000.

The contract commences upon Council approval and does not specify a termination date; rather, either party may terminate the agreement at any time upon 90 days' advance written notice to the other party, provided the County continues its obligations to collect surcharges for PACE loans made prior to the termination date. MCEC will administer the PACE program at no cost to the County. Administrative costs incurred by the County (estimated by the Office of Budget and Finance to be minimal) will be reimbursed through surcharges placed on the borrowers' property tax bills. The County will not finance, fund, nor incur any liability for loans.

The Office of Budget and Finance advised that the County awarded the contract on a non-competitive basis because MCEC is the current PACE program manager for 16 Maryland counties (including Baltimore County), capital providers and energy service contractors registered through the MD-PACE program are permitted to provide PACE services in any participating jurisdiction, and that utilizing the existing State program would expedite the ability for registered contractors to begin work in Baltimore County. The Administration advised that the MD-PACE program creates a standardized PACE marketplace, a turnkey set of administrative services, and ensures alignment to the terms and structures of the County. The Office of Budget and Finance further advised that entering into an agreement with MCEC is advantageous due to MCEC's experience, familiarity with the Maryland commercial property market, involvement in surrounding counties, and current involvement in the MD-PACE program.

County Charter, Section 902(f), states that "when... [competitive] bidding is not appropriate, a contract shall be awarded only by competitive negotiations, unless such negotiations are not feasible. When neither competitive bidding nor competitive negotiations are feasible, contracts may be awarded by noncompetitive negotiations."



County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

## **EXECUTIVE SUMMARY**

Maryland Clean Energy Center (MCEC) is a corporate instrumentality of the State created by the General Assembly. This organization has made the Property Assessed Clean Energy (PACE) Program available for Maryland counties including Baltimore County. MCEC has selected Pace Financial Servicing LLC (PFS), through a competitively selected process, to administer the Statewide PACE program for all participating Maryland jurisdictions, effective through December 31, 2021. Therefore, as part of the current contract, the agreement is between Baltimore County and PFS for PFS to administer and obtain financing for the PACE Program in the County. Maryland Clean Energy Center has not selected a new program administrator to succeed PFS, therefore the proposed new agreement is directly between Maryland Clean Energy Center and the County and PFS will no longer be the program administrator effective with the new agreement.

This program allows commercial property owners to finance energy improvements through a private lender with no upfront cost to the property owner. In return, the property owner repays the lender through a long-term loan surcharge on their real property tax bill. Because the state program creates a standardized PACE marketplace, a turnkey set of administrative services, and ensures alignment to the terms and structure of other counties, County administration recommends selecting MCEC to be the program administrator under a new agreement to replace the existing agreement, which terminates on 12/31/2021.

County administration recommends MCEC due to their experience, familiarity with the Maryland commercial property market, extensive involvement in counties and current administration of the MD-PACE program. By utilizing this existing state program, it would expedite the ability for registered contractors to continue work in Baltimore County. The public (commercial property owners) benefit from this program that allows capital providers to offer advantageous terms including favorable interest rates, extended loan terms, and transferability of repayment upon sale of the property. PACE offers a financing option for property owners seeking to reduce energy and water use through efficient building practices, which translates to community-wide environmental benefits such as reduction in carbon emissions. The County will work with the program administrator to enhance promotion of the program in order to maximize participation.

There is no direct cost to the County to participate in the program. The County's sole role in the program is to serve as program sponsor to facilitate loan repayment by including the surcharge on the County real property tax for the participating property. The County administrative charges can be collected as part of the surcharge from the property owner on the property owner's tax bill.

The proposed agreement "Commercial Property Assessed Clean Energy ("MD PACE") Agreement" will establish terms and conditions for MCEC to provide services and financing to property owners in the County. The proposed legislation is an act for the purpose of making amendments to the existing Clean Energy Loan Program; adding additional types of financeable projects; revising the amount and duration of the loans; and other minor revisions generally amending the Clean Energy Loan Program. The amendments include adding water efficiency, environmental remediation, and resiliency projects as eligible and financeable projects in addition to the previously eligible categories of renewable power and energy efficiency.

Prepared by: Administrative Office

FM-3 (3 contracts)

Council District(s) All

### Property Management

### On-Call Professional Mechanical and Electrical Engineering Services

The Administration is requesting approval of three contracts to provide on-call mechanical and electrical engineering services for various County buildings. The three contractors are Henry Adams, LLC, Kibart, Inc., and RMF Engineering, Inc. Each contract commences upon Council approval, continues for 2 years, and will renew automatically for two additional 1-year periods. Each contract provides that the agreement shall remain in effect until the earlier of the date upon which the required services are completed or the agreement is terminated. The contracts do not specify a maximum compensation for the initial 2-year term. Compensation for each contractor may not exceed \$750,000 (or \$2,250,000 combined) for the entire 4-year term, including the renewal periods. See Exhibit A.

### Fiscal Summary

<b>Funding Source</b>	<b>Combined Maximum Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 2,250,000	<sup>(1)</sup> Capital Projects Fund. <sup>(2)</sup> Maximum compensation of \$750,000 for each contractor for the entire 4-year term, including the renewal periods. The contract does not specify a maximum compensation for the initial 2-year term.
<b>State</b>	--	
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	<u>\$ 2,250,000</u> <sup>(2)</sup>	

### Analysis

The contractors will provide on-call mechanical and electrical engineering services, including reports, feasibility studies (e.g., energy/sustainability, carbon footprint), schematic design, design development, construction documents, and construction administration, for new construction or renovations of existing mechanical and electrical systems for County-owned buildings/facilities.

The Department advised that tasks will be assigned based on each contractor's expertise in the sub-discipline of work (e.g., chillers, boiler technology, energy auditing), the type of building involved (e.g., historic, Police or Fire station, Detention Center), and the contractor's current workload from the County.

Each contract commences upon Council approval, continues for 2 years, and will renew automatically for two additional 1-year periods, unless the County provides notice of non-renewal. Each contract provides that the agreement shall remain in effect until the earlier of the date upon which the required services are completed or the agreement is terminated. The contracts do not specify a maximum compensation for the initial 2-year term. Compensation for each contractor may not exceed \$750,000 (or \$2,250,000 combined) for the entire 4-year term, including the renewal periods.

Services will be performed at the engineers' cost plus profit. Profit is limited to 10% of the combined total of direct labor costs plus overhead and payroll burden. Hourly rates and percentages for overhead, payroll burden, and profit must be within established County limits. Funding for the contracts will not be encumbered at this time. Rather, contract costs will be charged to specific projects as they are assigned. The County may terminate the agreements by providing 30 days prior written notice.

The Department advised that on June 29, 2021, the Professional Services Selection Committee (PSSC) selected the contractors from 21 submittals based on qualifications and experience (2 firms were deemed nonresponsive). According to the bid documents, there was a 20% M/WBE participation requirement.

On February 16, 2016, the Council approved a similar 4-year contract with Gipe Associates, Inc. not to exceed \$750,000. On October 24, 2019, the Administrative Officer approved the first amendment to the contract, adding two automatic 1-year renewal periods (extending the term to February 15, 2022). On March 16, 2020, the Council approved a second amendment to the contract, increasing the maximum compensation by \$400,000 to \$1,150,000 for the entire 6-year term, including the renewal periods. The County's financial system indicated that as of December 1, 2021, \$1,021,736 had been expended/encumbered under the contract. Property Management advised that it awarded three contracts due to the County's focus on replacing and repairing existing mechanical systems and expanding sustainability goals.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

## **Executive Summary**

### **THE PROJECT SCOPE**

Kibart, Inc., RMF Engineering, and Henry Adams, LLC were selected by the Professional Services Selection Committee on June 29, 2021, to provide Professional Mechanical & Electrical Engineering Services to prepare reports, feasibility studies, schematic design, design development, construction documents and perform construction administration for new construction or renovations of existing mechanical and electrical systems for Baltimore County Government buildings/facilities. This Agreement shall be effective for an original term of two (2) years from the date of execution, and maybe renewed for up to two (2) additional one (1) year periods. The maximum amount payable by the county, under this agreement, shall not exceed the total price of \$750,000 for each consultant selected.

### **THE CONSULTANTS**

The Professional Services Selection Committee chose three consultants: Kibart, Inc, RMF Engineering and Henry Adams, LLC, Inc. for this On-Call Mechanical-Electrical Engineering Services on June 29, 2021.

### **AGREEMENT**

TOTAL:       \$750,000.00 upset limit, per Consultant

Prepared by: Property Management

FM-4 (Contract)

Council District(s) All


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**Department of Public Works and Transportation**


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**On-Call Potable Water Pipeline Design Services**


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The Administration is requesting approval of a contract with Gannett Fleming, Inc. to provide on-call potable water pipeline design services for various "Tier 2" projects throughout the Baltimore Metropolitan Water System. ("Tier 2" services are for projects that exceed \$300,000.) The contract commences upon Council approval, continues for 4 years, and will renew automatically for two additional 2-year periods. The contract provides that the agreement shall remain in effect until the earlier of the date upon which the required services are completed or the agreement is terminated. The contract does not specify a maximum compensation for the initial 4-year term. Compensation may not exceed \$4 million for the entire 8-year term, including the renewal periods. See Exhibit A.

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**Fiscal Summary**

<b>Funding Source</b>	<b>Maximum Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 4,000,000	<sup>(1)</sup> Capital Projects Fund (Metropolitan District). <sup>(2)</sup> Maximum compensation for the entire 8-year term, including the renewal periods. The contract does not specify a maximum compensation for the initial 4-year term.
<b>State</b>	--	
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	\$ 4,000,000 <sup>(2)</sup>	

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**Analysis**

The contractor will provide on-call potable water pipeline design services for various "Tier 2" projects throughout the Baltimore Metropolitan Water System. ("Tier 2" services are for projects that exceed \$300,000.) Services will include: pipeline design; trenchless construction design;

permitting; environmental surveys and studies; preparation of soil erosion, sediment control, and reforestation landscape plans; and construction phase services.

The contract commences upon Council approval, continues for 4 years, and will renew automatically for two additional 2-year periods, unless the County provides notice of non-renewal. The contract provides that the agreement shall remain in effect until the earlier of the date upon which the required services are completed or the agreement is terminated. The contract does not specify a maximum compensation for the initial 4-year term. Compensation may not exceed \$4 million for the entire 8-year term, including the renewal periods.

Services will be performed at the engineer's cost plus profit. Profit is limited to 10% of the combined total of direct labor costs plus overhead and payroll burden. Hourly rates and percentages for overhead, payroll burden, and profit must be within established County limits. Funding for the contract will not be encumbered at this time. Rather, contract costs will be charged to specific projects as they are assigned. The County may terminate the agreement by providing 30 days prior written notice.

The contract stipulates that should work be performed under the 2005 consent decree, the contractor shall be liable for payment of penalties charged to the County for failure by the contractor to meet or achieve deadlines or requirements. The damages payable are dependent upon the type of project and the length of delay in completing the project.

The Department advised that on July 28, 2021, the Professional Services Selection Committee (PSSC) selected the contractor from 12 submittals based on qualifications and experience. According to the bid documents, there was a 20% M/WBE participation requirement. On December 6, 2021, the Council approved two similar contracts with The Wilson T. Ballard Company and Johnson, Mirmiran and Thompson, Inc. for "Tier 2" projects. The Department further advised that it intends to submit three additional contracts for "Tier 2" projects and two contracts for "Tier 1" projects (projects typically ranging from \$50,000 to \$300,000) for upcoming Council agendas. The Department also advised that tasks will be assigned to the contractors based on the size, type, and complexity of the work and the qualifications, skillsets, and staffing availability of the firms.

On August 6, 2012, the Council approved two 5-year contracts not to exceed \$2 million each with The Wilson T. Ballard Company and Michael Baker, Jr., Inc. (now Michael Baker International) for similar services. The contracts expired August 5, 2017. The County's financial system



indicated that as of December 2, 2021, a total of \$3,485,324 had been expended/encumbered under the two contracts: \$1,942,712 to The Wilson T. Ballard Company and \$1,542,612 to Michael Baker International. On May 2, 2016, the Council approved a 5-year contract not to exceed \$2 million with Rummel, Klepper & Kahl, LLP for similar services. The County's financial system indicated that as of December 2, 2021, \$1,994,101 had been expended/encumbered under the contract. The Department advised that the establishment of new contracts was delayed due to COVID.

The County's financial system indicated that as of December 2, 2021, the County has 7 other contracts with Gannett Fleming, Inc.

County Charter, Section 715, requires that "any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year...."

## Executive Summary

### On-Call Potable Water Pipeline Design Services Tier 2

**Vendor Name** – Gannett Fleming, Inc.

**Scope of Contract – Projects may include:**

- Pipeline design for distribution mains 4" to 12" – including the development of documents, alignments, plans, specifications and estimates for various diameter pipelines.
- Pipeline design for transmission mains 16" to 36" - including the development of documents, alignments, plans, specifications and estimates for various diameter pipelines.
- Pipeline design in Maryland State Roads.
- Valves and Vaults – including sizing, placement, and structural design.
- Trenchless construction design including directional drill, jack and bore, tunneling and pipe bursting.
- Permitting – including local, state and federal permits.
- Environmental surveys and studies including wetland delineation, wetland mitigation, forest stand delineations and forest conservation plans.
- Development of pipeline repair options.
- Construction phase services – including but not limited to attending pre-bid meetings, attending pre-construction meetings, shop drawing submittal review, review of change order requests.
- Surveying.
- Preparation of right-of-way plats and metes and bounds descriptions.
- Preparation of soil erosion and sediment control plans.
- Preparation of reforestation landscape plans.
- Experience in the design of elevated water storage tanks according to AWWA specifications.
- Experience in the demolition and disposal of existing tanks covered with lead based paint.
- Geotechnical investigations – including pavement cores, soil borings and the preparation of reports.
- Utility Test Holes for locating existing utilities.
- Subsurface utility locating, designating and mapping.
- Provide data in a format fully compatible with ArcGIS and/or AutoCAD.
- Projects in the Baltimore Metropolitan Water System.

**Purpose** - Consultant services are needed for performing various types of design engineering tasks regarding the Baltimore Metropolitan Water system. Baltimore County's water, pumping, and transmission system serves approximately 141,000 acres of land comprised of residential, industrial, and commercial areas and includes over 2,266 miles of public water mains. Approximately one-half of these water mains are cast iron pipelines potentially in need of replacement.

**Contract Value \$** - \$4,000,000.00 (Tier 2)

**Term** – Four (4) year initial term with two (2) automatic two (2) year extensions for a total of eight (8) years.

**Vendor Selection method** - Via PSSC meeting on July 28, 2021

Prepared by: Department of Public Works & Transportation

FM-5 (Contract)

Council District(s) All


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**Department of Public Works and Transportation**


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**On-Call Water Tank/Reservoir Inspection/Design Services**


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The Administration is requesting approval of a contract with Whitman, Requardt and Associates, LLP to provide on-call water tank and reservoir inspection and design services for water storage facilities in the Baltimore Metropolitan Water System. The contract commences upon Council approval, continues for 4 years, and will renew automatically for two additional 2-year periods. The contract provides that the agreement shall remain in effect until the earlier of the date upon which the required services are completed or the agreement is terminated. The contract does not specify a maximum compensation for the initial 4-year term. Compensation may not exceed \$1.5 million for the entire 8-year term, including the renewal periods. See Exhibit A.

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**Fiscal Summary**

<b>Funding Source</b>	<b>Maximum Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 1,500,000	<sup>(1)</sup> Capital Projects Fund (Metropolitan District). <sup>(2)</sup> Maximum compensation for the entire 8-year term, including the renewal periods. The contract does not specify a maximum compensation for the initial 4-year term.
<b>State</b>	--	
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	\$ 1,500,000 <sup>(2)</sup>	

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**Analysis**

The contractor will provide on-call water tank and reservoir inspection and design services for water storage facilities in the Baltimore Metropolitan Water System. Services may include inspection and evaluation of existing water tanks and reservoirs, design of structural repairs, writing of necessary specifications and preparation of drawings, and other related services as needed.

The contract commences upon Council approval, continues for 4 years, and will renew automatically for two additional 2-year periods unless the County provides notice of non-renewal. The contract provides that the agreement shall remain in effect until the earlier of the date upon which the required services are completed or the agreement is terminated. The contract does not specify a maximum compensation for the initial 4-year term. Compensation may not exceed \$1.5 million for the entire 8-year term, including the renewal periods.

Services will be performed at the engineer's cost plus profit. Profit is limited to 10% of the combined total of direct labor costs plus overhead and payroll burden. Hourly rates and percentages for overhead, payroll burden, and profit must be within established County limits. Funding for this contract will not be encumbered at this time. Rather, contract costs will be charged to specific projects as they are assigned. The County may terminate the agreement by providing 30 days prior written notice.

The contract stipulates that should work be performed under the 2005 consent decree, the contractor shall be liable for payment of penalties charged to the County for failure by the contractor to meet or achieve deadlines or requirements. The damages payable are dependent upon the type of project and the length of delay in completing the project. The Department advised that it does not expect to utilize this contract for consent decree projects.

The Department advised that on July 28, 2021, the Professional Services Selection Committee (PSSC) selected the contractor from 8 submittals based on qualifications and experience. According to the bid documents, there was a 20% M/WBE participation requirement. The Department further advised that it intends to submit an additional contract for these services for an upcoming Council agenda, and that tasks will be assigned based on the size, type, and complexity of the work and the qualifications, skillsets, and staffing availability of the firms.

On November 7, 2011, the Council approved a similar 7-year contract with Tank Industry Consultants, Inc. not to exceed \$1.0 million. The contract expired November 6, 2018. The County's financial system indicated that \$917,246 was expended under the contract. The Department advised that since the contract's expiration, no services have been performed, and a backlog of work exists. The Department further advised that the establishment of new contracts was delayed due to COVID.

The County's financial system indicated that as of December 1, 2021, the County has 6 other contracts with Whitman, Requardt and Associates, LLP.

County Charter, Section 715, requires that "any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year...."

## **EXECUTIVE SUMMARY**

### **On-Call Water Tank and Reservoir Inspection and Design**

**Vendor Name – Whitman, Requardt and Associates, LLP**

#### **Scope of Contract – Projects may include:**

- Inspection and evaluation of existing water tanks and prestressed concrete reservoirs and writing comprehensive engineering reports.
- Inspection of water tanks using underwater divers and/or robotic underwater equipment.
- Design of structural repairs in tank and prestressed concrete reservoir contracts.
- Writing necessary specifications and preparing drawings for tank and prestressed concrete reservoirs contracts.
- Design dealing with the removal of lead-based paint from water tanks.
- Design of coating and recoating of water storage tanks.
- Cost estimates involved in the rehabilitation of water tanks.
- Contract Administration dealing with the rehabilitation of water tanks.
- Construction inspection of storage tanks and prestressed concrete reservoirs in regards to rehabilitation contracts.

**Purpose** - Consultant services are needed for performing various types of inspection and design engineering tasks regarding the water storage facilities in the Baltimore Metropolitan Water system. Baltimore County's water, pumping and transmission system serves approximately 141,000 acres of land comprised of residential, industrial, and commercial areas and includes over 2,266 miles of public water mains. There are eighteen (18) elevated water tanks and six water reservoirs located within the system.

**Contract Value** \$ - \$1,500,000.00

**Term** – Four (4) year initial term with two (2) automatic two (2) year extensions for a total of eight (8) years.

**Vendor Selection method** - Via PSSC meeting on July 28, 2021

Prepared by: Department of Public Works and Transportation

FM-6 (Contract)

Council District(s) All


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**Department of Public Works and Transportation**


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**On-Call Corrosion Control Design Services**


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The Administration is requesting approval of a contract with Rummel, Klepper & Kahl, LLP to provide on-call corrosion control design services for water and sewer pipelines. The contract commences upon Council approval, continues for 4 years, and will renew automatically for two additional 2-year periods. The contract provides that the agreement shall remain in effect until the earlier of the date upon which the required services are completed or the agreement is terminated. The contract does not specify a maximum compensation for the initial 4-year term. Compensation may not exceed \$2,000,000 for the entire 8-year term, including the renewal periods. See Exhibit A.

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**Fiscal Summary**

<b>Funding Source</b>	<b>Maximum Compensation</b>	<b>Notes</b>
<b>County</b> <sup>(1)</sup>	\$ 2,000,000	<sup>(1)</sup> Capital Projects Fund (Metropolitan District). <sup>(2)</sup> Maximum compensation for the entire 8-year term, including the renewal periods. The contract does not specify a maximum compensation for the initial 4-year term.
<b>State</b>	--	
<b>Federal</b>	--	
<b>Other</b>	--	
<b>Total</b>	<u>\$ 2,000,000</u> <sup>(2)</sup>	

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**Analysis**

The contractor will provide on-call corrosion control design services for water and sewer pipelines located in the County. Services will include field-testing and evaluation of soils to determine corrosion potential, stray current investigations in relationship to MTA/Light Rail facilities, electrical continuity measurements, evaluating the external condition of existing water mains, and other related services as needed.

The contract commences upon Council approval, continues for 4 years, and will renew automatically for two additional 2-year periods, unless the County provides notice of non-renewal. The contract provides that the agreement shall remain in effect until the earlier of the date upon which the required services are completed or the agreement is terminated. The contract does not specify a maximum compensation for the initial 4-year term. Compensation may not exceed \$2,000,000 for the entire 8-year term, including the renewal periods.

Services will be performed at the engineer's cost plus profit. Profit is limited to 10% of the combined total of direct labor costs plus overhead and payroll burden. Hourly rates and percentages for overhead, payroll burden, and profit must be within established County limits. Funding for the contract will not be encumbered at this time. Rather, contract costs will be charged to specific projects as they are assigned. The County may terminate the agreement by providing 30 days prior written notice.

The contract stipulates that should work be performed under the 2005 consent decree, the contractor shall be liable for payment of penalties charged to the County for failure by the contractor to meet or achieve deadlines or requirements. The damages payable are dependent upon the type of project and the length of delay in completing the project. The Department advised that it does not expect to utilize the contractor for consent decree projects.

The Department advised that on July 28, 2021, the Professional Services Selection Committee (PSSC) selected the contractor from 6 submittals based on qualifications and experience. According to the bid documents, there was a 20% M/WBE participation requirement. The Department further advised that it intends to submit an additional contract for these services for an upcoming Council agenda, and that tasks will be assigned based on the size, type, and complexity of the work and the qualifications, skillsets, and staffing availability of the firms.

On November 7, 2011, the Council approved two similar 5-year agreements with combined maximum compensation of \$1,000,000 (\$500,000 each) with Russell Corrosion Control Consultants, Inc. and Dacco Sci, Inc. On March 16, 2015, the Council approved an amendment to the contract with Dacco Sci, Inc., increasing the maximum compensation by \$500,000 to \$1,000,000 for the entire 5-year term. The contracts expired November 17, 2016. The County's financial system indicated that \$1,497,585 was expended under the contracts: \$999,547 for Dacco Sci, Inc. and \$498,038 for Russell Corrosion Control Consultants, Inc. The Department advised that since the contracts' expiration, no services have been performed, and a backlog of



work exists. The Department further advised that the establishment of new contracts was delayed due to COVID.

The County's financial system indicated that as of December 1, 2021, Rummel, Klepper & Kahl, LLP has 5 other contracts with the County; on December 6, 2021, the Council approved a contract with Rummel, Klepper & Kahl, LLP for on-call inspections of the County's minor bridges and other structures.

County Charter, Section 715, requires that "any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year...."

## EXECUTIVE SUMMARY

### On-Call Corrosion Control Design Services

**Vendor Name – Rummel, Klepper & Kahl, LLP**

#### **Scope of Contract – Projects may include:**

- Field-testing and evaluation of soils to determine their corrosion potential with regard to metallic pipelines – this will include soil surveys and laboratory analysis of soil samples.
- Stray current investigation in relationship with MTA/Light Rail facilities.
- Electrical continuity measurements and cell-to-cell potential surveys.
- Field-testing and reports to evaluate the external condition of existing water mains.
- Failure analysis to determine if the cause of failures for large diameter mains (16” and larger) were corrosion related.
- Design of cathodic protection systems for water mains using sacrificial anodes and test stations.
- Design of cathodic protection systems using bonded coatings and test stations.
- Post Construction testing of new cathodic protection systems to verify system is operating properly.
- Writing specifications that relate to cathodic protection systems.
- Creating cost estimates for bidding purposes
- Coordination with Geotechnical firms to exchange soil samples
- Identification and monitoring of existing corrosion control systems in a water distribution system.
- Construction inspection of cathodic protection systems and bonded coatings.

**Purpose -** Consultant services are needed for performing various types of work associated with corrosion control of metallic pipelines for work located in the Baltimore County Metropolitan Water system. Baltimore County’s water, pumping and transmission system serves approximately 141,000 acres of land comprised of residential, industrial, and commercial areas and includes over 2,266 miles of public water mains. Approximately one half of these water mains are cast iron in need of replacement.

**Contract Value \$ -** \$2,000,000.00

**Term –** Four (4) year initial term with two (2) two (2) year extensions for a total of eight (8) years.

**Vendor Selection method -** Via PSSC meeting on July 28, 2021

Prepared by: Department of Public Works and Transportation

FM-7 (2 Contracts)

Council District(s) All


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**Department of Aging**


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**Assisted Living Care Services**


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The Administration is requesting approval of two contracts to provide assisted living care services for County residents, age 62 and older, who meet income and eligibility requirements. The two contractors are New Beginning at Branchleigh, LLC and Sarez Care, LLC dba Sarez Assisted Living. Each contract commences December 20, 2021, continues through June 30, 2022, and will renew automatically for four additional 1-year periods. The County will pay the contractors a subsidy amount, up to \$1,000 per month per client (plus annual consumer price index escalations), based on the client's contribution of income, at a rate to be determined by State guidelines. Estimated compensation for all contractors providing these services totals \$789,718 for FY 2022 and \$3,948,590 for the entire approximate 4-year and 6-month term, including the renewal periods, assuming the FY 2022 estimated cost for the renewal periods. See Exhibit A.

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**Fiscal Summary**

<b>Funding Source</b>	<b>FY 2022</b>	<b>Combined Total Compensation</b>
<b>County</b>	--	--
<b>State <sup>(1)</sup></b>	\$ 789,718	\$ 3,948,590
<b>Federal</b>	--	--
<b>Other</b>	--	--
<b>Total</b>	<u>\$ 789,718 <sup>(2)</sup></u>	<u>\$ 3,948,590 <sup>(3)</sup></u>

<sup>(1)</sup> Maryland Department of Aging funds.

<sup>(2)</sup> Estimated compensation for all contractors providing these services for FY 2022.

<sup>(3)</sup> Estimated compensation for all contractors providing these services for the entire approximate 4-year and 6-month term, including the renewal periods, assuming the FY 2022 estimated cost for the renewal periods.

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### Analysis

The Department operates the Senior Assisted Living Subsidy Program, which provides low and moderate income seniors access to State-licensed assisted living facilities. Specifically, the program subsidizes assisted living expenses of County residents, age 62 and older (or under 62 as approved by the Maryland Department of Aging), who meet income and eligibility requirements. According to State law, to be eligible for this program, a client's net monthly income (monthly income from all sources, minus non-reimbursable medical expenses greater than 3 percent of total monthly income, minus an allowance for personal expenses of \$130 per month) may not be higher than 60 percent of the State median income (e.g., \$3,121 for a single household, \$4,081 for a two-person household); assets may not exceed \$19,000 for an individual or \$25,000 for a couple.

New Beginning at Branchleigh, LLC and Sarez Care, LLC dba Sarez Assisted Living operate 3-bed and 7-bed facilities, respectively, located in Randallstown and will provide the following assisted living services to eligible County residents: onsite supervision 24 hours per day, 7 days per week; three meals per day and an evening snack; personal services (e.g., grooming, bathing, dressing); and housekeeping and laundry services.

The client is responsible for entering into a service agreement for the services needed directly with the contractor of their choice from the County's list of contractors. The County will pay the contractors a subsidy amount up to \$1,000 per month per client (plus annual consumer price index escalations), based on the client's contribution of income, at a rate to be determined by State guidelines. The Department advised that State regulations allow for subsidies of up to \$1,000 per month based on client income and facility cost; the County will pay the lesser of the difference between the subsidized resident's net monthly income and the facility's approved monthly fee, or the maximum subsidy of \$1,000 per month; the client is responsible for paying any contractor fees in excess of the County's subsidy amount. Contractor fees charged to clients vary depending on the level of services provided and may not exceed the fees charged to non-subsidized clients for the same level of service.

Each contract commences December 20, 2021, continues through June 30, 2022, and will renew automatically for four additional 1-year periods on the same terms and conditions. Estimated compensation for all contractors providing these services totals \$789,718 for FY 2022 and \$3,948,590 for the entire approximate 4-year and 6-month term, including the renewal periods, assuming the FY 2022 estimated cost for the renewal periods. Either party may terminate the

agreement by providing 30 days prior written notice. The contracts are subject to the availability of State funds and may be terminated by the County in the event of a reduction or termination of funding.

The County contracts with any provider that is licensed by the State of Maryland, serves Baltimore County residents, and meets Department criteria for providing these services. The Department advised that there are currently 34 contractors providing assisted living care services.

The Department advised that the number of clients served per year depends on longevity and changing service needs as well as State funding levels, and that currently there are no clients on a waiting list for services and 20 clients in the application process. The Department also advised that it served 100 clients in FY 2021 and expects to serve 100 clients in FY 2022. The Department further advised that FY 2021 expenditures totaled \$585,721, and FY 2022 expenditures under the current contracts totaled \$230,734 as of October 31, 2021.

County Charter, Section 715, requires that “any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year....”

**Executive Summary**  
**SENIOR ASSISTED LIVING SUBSIDY PROGRAM**

*New Beginning at Branchleigh, LLC*  
*Sarez Care, LLC d/b/a Sarez Assisted Living*

*Fiscal Year 2022*

The Department of Aging is requesting approval of New Beginning at Branchleigh, LLC and Sarez Care, LLC d/b/a Sarez Assisted Living. The Senior Assisted Living Subsidy program subsidizes assisted living expenses of Baltimore County residents 62 years of age or older who meet income and eligibility requirements. Services provided include: twenty-four hour, seven days per week on-site supervision, three meals per day and evening snack, personal services (grooming, bathing, dressing), and housekeeping and laundry services.

The Department served 100 clients in FY2021 and estimates the same for FY 2022 for all contracts. Assisted living fees vary depending on the services provided and are generally the same as those charged to non-subsidized clients. The client is responsible for fees in excess of this subsidy.

The original contracts will be effective December 20, 2021 through June 30, 2022 (initial term), with an option to renew for four (4) years under the same terms, conditions, and State established rates. The contractors are assisted living facilities licensed by the Maryland Department of Health.

Prepared by: Department of Aging

FM-8 (Contract)

Council District(s) 4


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**Department of Aging**


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**Congregate Meals**


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The Administration is requesting approval of a contract with Owings Mills Synagogue, Inc. to provide site-prepared meals for individuals who are at least 60 years old (spouses any age) and disabled persons of any age living with and accompanied by a Congregate Meals Program participant. The Owings Mills Synagogue is located at 2905 Walnut Avenue in Owings Mills. The contract commences December 20, 2021, continues through September 30, 2022, and may be renewed for four additional 1-year periods. Compensation may not exceed \$15,000 annually; however, the contract also provides that the contractor and the County will establish the maximum compensation prior to each renewal period. Estimated compensation totals \$75,000 for the entire approximate 4-year and 9-month term, including the renewal periods, assuming the current annual cost in each renewal period. See Exhibit A.

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**Fiscal Summary**

<b>Funding Source</b>	<b>Initial Term</b>	<b>Total Compensation</b>
<b>County</b>	--	--
<b>State</b>	--	--
<b>Federal</b> <sup>(1)</sup>	\$ 15,000	\$ 75,000
<b>Other</b>	--	--
<b>Total</b>	<u>\$ 15,000</u> <sup>(2)</sup>	<u>\$ 75,000</u> <sup>(3)</sup>

<sup>(1)</sup> U.S. Department of Health and Human Services, Administration for Community Living, Older Americans Act, Title III, Part C – Nutrition Services funds passed through the Maryland Department of Aging.

<sup>(2)</sup> Maximum compensation for the initial approximate 9-month term.

<sup>(3)</sup> Estimated compensation for the entire approximate 4-year and 9-month term, including the renewal periods, assuming the current annual cost in each renewal period.

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### Analysis

The Department advised that staff and volunteers from Owings Mills Synagogue, Inc. will prepare and serve “Eating Together” congregate meals at its location at 2905 Walnut Avenue in Owings Mills. Owings Mills Synagogue, Inc. will also provide supervisory personnel while meals are served and facilitate other aspects of the County’s Congregate Meals Program, such as scheduling, recruiting volunteers, and registering participants. Program participants must be at least 60 years old (spouses any age) or disabled persons of any age living with and accompanied by a Congregate Meals Program participant.

The County will reimburse Owings Mills Synagogue, Inc. \$5.41 per standard meal and \$8.12 per super meal (meals with additional or more expensive components) toward the cost of providing one dinner per week and one breakfast per month; the contract requires a minimum of 10 meals to be provided per serving day, and the Department advised that the number of super meals is limited to 18 per year. The contract provides that prices will not increase for 2 years from the date of the contract; after this time, upon mutual agreement of the parties, prices may increase consistent with the Consumer Price Index, but not by more than 5%. The Department advised that its policy is to limit reimbursement of leftover meals to no more than 5% of the total number of meals ordered.

The Department expects Owings Mills Synagogue, Inc. to provide approximately 1,850 meals to approximately 200 participants in Federal FY 2022 (October 1, 2021 to September 30, 2022). The Department advised that a voluntary recommended donation of \$3.00 is requested from each participant to help support the program; the revenue from participant donations at all congregate meal sites is used to support the costs of the Congregate Meals Program throughout the County. The Department further advised that the Congregate Meals Program presently is providing meals at all of the County’s 20 senior centers and at 13 of 18 senior apartment/community nutrition sites (due to lack of participation, 5 sites are currently not serving meals). The Department enters into Memoranda of Understanding (service-for-service agreements) with management companies of senior housing complexes and churches that permit the County to provide the Congregate Meals Program at a particular location.

The contract commences December 20, 2021, continues through September 30, 2022, and may be renewed for four additional 1-year periods on the same terms and conditions, upon mutual written agreement. Compensation may not exceed \$15,000 annually; however, the contract also provides that the contractor and the County will establish the maximum compensation, including



the meal count and cost, prior to each renewal period. Estimated compensation totals \$75,000 for the entire approximate 4-year and 9-month term, including the renewal periods, assuming the current annual cost in each renewal period. Compensation is contingent on the availability of future funding. Either party may terminate the agreement by providing 30 days prior written notice. The County may terminate the contract in the event of a reduction or termination in funding.

The Department advised that the County awarded the contract on a non-competitive basis due to Owings Mills Synagogue's dietary restrictions (which requires the use of their own kosher kitchen) after the Synagogue responded to the County's general invitation to participate.

On October 2, 2017, the Council approved two similar 5-year contracts, which commenced October 1, 2017, with Stella Maris, Inc. dba St. Elizabeth Hall and with the Islamic Society of Baltimore, not to exceed \$50,000 and \$75,000, respectively. As of December 2, 2021, the County's financial system indicated that a total of \$91,740 has been expended/encumbered under these contracts: \$46,748 to Stella Maris, Inc. and \$44,992 to the Islamic Society of Baltimore.

County Charter, Section 715, requires that "any contract must be approved by the County Council before it is executed if the contract is...for services for a term in excess of two years or involving the expenditure of more than \$25,000 per year...."

**Executive Summary**  
**Congregate Meals – Owings Mills Synagogue**

The Department of Aging requests approval of a contract not to exceed \$15,000 per annum with the Owings Mills Synagogue to provide site-prepared “Eating Together” congregate meals at the Center.

The Owings Mills Synagogue will prepare and serve all meals. The Owings Mills Synagogue will also provide supervisory personnel while meals are served and facilitate other aspects of the Program, such as scheduling, recruiting volunteers and registering participants. Participants must be at least 60-years-old (spouses any age) or handicapped/disabled persons under age 60 who reside with and accompany an older individual.

The contract is from December 20, 2021 through September 30, 2022 with the option to renew for four additional one-year renewal terms. Either party may terminate the contract upon 30-days written notice. The contract is awarded on a sole source basis. We estimate that 1850 meals will be served during fiscal year 2022.

Prepared by: Department of Aging

**MB-1 (Res. 138-21)****Council District(s)   2**

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**Mr. Jones (By Req.)**

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**Department of Planning**

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**Adoption of the Pikesville Revitalization Action Plan – Master Plan 2020**

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Resolution 138-21 adopts the Pikesville Revitalization Action Plan as part of the Baltimore County Master Plan 2020. See Exhibit A.

On November 15, 2010, the County Council adopted the Baltimore County Master Plan 2020. In response to the evolving needs of the Pikesville community and as a follow up to the Pikesville Revitalization Plan Update 2003, in April 2017, the Department of Planning began an initiative to study Pikesville's Commercial District. The study area is located in the western sector of the County within the Urban Rural Demarcation Line (URDL). The study area encompasses approximately 2.1 square miles, and is bounded by I-695 to the northwest, the CSX Transportation Railroad to the southwest, Park Heights Avenue to the northeast, and the Baltimore City Line to the east. Reisterstown Road (State Highway 140) bisects the study area lengthwise for a distance of approximately two miles.

From April 2017 through June 2018, Department of Planning staff conducted interviews with community groups and property and business owners. In addition, staff also documented and analyzed existing conditions in the study area. This effort culminated in a report that provides extensive background information to help guide future development and physical improvements, identifies issues throughout the Pikesville commercial corridor, and provides strategies to address those issues.

The Pikesville Revitalization Action Plan was the subject of a public hearing by the Planning Board and was recommended for adoption by the Board on October 21, 2021. If approved by the County Council, Resolution 138-21 will adopt the Pikesville Revitalization Action Plan as part of the Baltimore County Master Plan 2020.

This Resolution will take effect from the date of its passage by the County Council.

## Executive Summary

The Department of Planning, in partnership with community and business associations, has completed a commercial revitalization action plan for the Pikesville Commercial Revitalization District (CRD). The action plan reflects extensive research and community input conducted by the Department. The action plan is intended to serve as a guide to implementing achievable revitalization goals throughout the Pikesville CRD. Additionally, the action plan provides details on the various issues identified throughout the research and development phases, and provides strategies to address those issues. The action plan is highlighted by an Action Plan Guide, which further details the various action items needed to achieve each goal.

Prepared by: Department of Planning

**MB-2 (Res. 139-21)****Council District(s) All**

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**Mr. Jones (By Req.)**

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**Fire Department**

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**Adoption of the Baltimore County Multi-Hazard Mitigation Plan**

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Resolution 139-21 adopts the Baltimore County Multi-Hazard Mitigation Plan. See Exhibit A.

The County hired a contractor (presented as a Correspondence item on the Council's November 16, 2020 agenda) to prepare a multi-hazard mitigation plan based on federal standards as required by the Federal Disaster Mitigation Act of 2000. Following review and endorsement by the Maryland Emergency Management Agency (MEMA), the plan was forwarded to the Federal Emergency Management Agency (FEMA) for approval; the Department expects to receive approval prior to December 20, 2021. The Department further advised that the County governing body must then adopt the plan; after the Council's approval and signature by the Executive, FEMA will finalize the plan.

The Department advised that an approved multi-hazard mitigation plan is required in order for the County to qualify for certain federally-funded programs and to apply for participation in FEMA's Community Rating System (CRS); this participation gives the County credit for activities related to good floodplain management, which may entitle County property owners to a significant discount in flood insurance premiums under the National Flood Insurance Program.

The draft Multi-Hazard Mitigation Plan has been posted for public comment.

On April 20, 2015, the Council approved a resolution adopting the Baltimore County Multi-Hazard Mitigation Plan.

This Resolution will take effect from the date of its passage by the County Council.

## Executive Summary

The purpose of this resolution is to accept the 2021 Hazard Mitigation Plan as adopted by the County Executive. The Hazard Mitigation Plan is a robust evaluation of the risk and mitigation strategies unique to Baltimore County. The plan is required by FEMA to be updated and adopted every five years.

The document is meant to serve as a guide for all agencies to address hazards in Baltimore County. By following this FEMA approved plan, the Office of Homeland Security and Emergency Management (HSEM) identifies clear steps that can be taken to reduce the risk of negative consequences associated with disasters.

In addition, with the adoption of the Hazard Mitigation Plan, the County will be eligible for several federal mitigation grant programs that will help to enhance critical infrastructure.

Prepared by: Fire Department